

Clean Up:

If needed the broom and dust pan are kept in the storage room.

- Assist in picking up after service and adult Sunday school (loose papers, bulletins, etc and throw away)
- Return Bibles, hymnals, and Psalters to their proper places under the seats
- Empty trash cans to the large bin in the parking lot (trash bags are located in the kitchen to the left of the sink)
- Empty bathroom trashes and put the white iron decorative shelf from the ladies room into the hallway of the sanctuary (near the storage area)
- Make sure the lights are off in the Sunday School rooms

First Sunday of the Month Clean Up Check List:

- All of the above
- After service collect and discard all communion cups

Evening Service Clean Up Check List:

- Discard any loose papers, trash, bulletins
- Return Bibles, hymnals, and psalters to their proper places under the seats
- Empty bathroom trashes and put the white iron decorative shelf from the ladies room into the hallway of the sanctuary (near the storage area)