

Snider Agricultural Arena

Inspection Date: _____

Clean-up Checklist

Event Title: _____

Important Note: Any item listed below that applies to your event not completed by the inspection date agreed upon by the Event coordinator and Farm Services, will be completed by Farm Services staff and billed to the event at a rate of \$25.00 per hour.

Main Arena

- 1 Arena dirt floor free of all debris and animal waste. _____
- 2 All concrete walkways swept and free of paper and dirt. _____
- 3 Concrete walkways power washed to remove animal waste. _____
- 3 All waste containers emptied and relined. Waste bags should be disposed of in the dumpster outside of the large overhead door. _____
- 5 Tables and Chairs wiped off and returned to storage room. _____
- 6 PA System Turned Off _____
- 7 Bleachers clear of all paper and debris and pushed back into place _____
- 8 Doors closed and locked _____
- 9 Lights turned off _____

Kitchen

- 1 Remove all left over paper products _____
- 2 Be sure to take all your belongings with you _____
- 3 Double check both refrigerator and freezer for items _____
- 4 Sweep and mop floor _____

Holding Barns

- 1 Gates and doors closed and locked. _____
- 2 Storage room closed and locked. _____
- 3 Gates, panels, and equipment returned to storage room. _____
- 4 Milk house area and milking equipment clean. _____
- 5 Lights turned off _____
- 6 Overhead fans turned off _____
- 7 Water lines turned off _____

Exterior

- 1 Fox Hollow Driveway free of debris _____
- 2 Main Parking Area all debris and garbage removed. _____

Supplies (located in office closet)

Toilet Tissue (use only if you need during your event)
 Paper Towels (use only if you need during your event)
 Cleaning Supplies
 Brooms, Mops, Buckets, dust pan
 Trash Can Liners

Supplies Available at Farm Services

Flat Shovels	Lawn Rakes
Spade Shovels	Wheelbarrow
Water Hoses	
Pitch Forks	

Event Coordinator Signature _____