Reception Clean-up
Military Appreciation Service
When: May 24, 2008

WHAT NEEDS TO BE DONE

1. Stack and remove tables
2. Re-set up GAC Youth Chapel seating for service
3. Clean up kitchen and Serving Area including
   a. Washing Pots/Pans
   b. Serving Utensils
   c. Coffee pots cleaned and turned off
4. General Clean-up
   a. Vacuum entire floor
   b. Empty ALL Trash
   c. Replace all bags in trash cans
   d. Take trash out to dumpster
5. Lights OUT, Alarm SET, Lock UP

Item Number	Name	Phone
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