



# EXIT CHECKLIST

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## Tables and Kitchen Counters Wiped Down

- Tables
- Kitchen Counters
- Tables and chairs used outside need to be brought inside and placed in the main room

## Personal Belongings and Rental Items Removed:

- Outside grounds and ceremony area
  - Bridal Suite
  - Grooms Room
  - Office
  - Kitchen
  - Bathrooms
  - Ceremony Area
  - Storage area in our Storage Building
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- Trash and flowers removed from all outdoor areas (including the ceremony area and rose petals down the aisle).
  - All trash taken to the dumpster (Dumpster is located on the Southside entrance). It is recommended to use a vehicle to transport the trash. Double-check to make sure trash is not left on the drive up to the dumpster.
  - All items on list must be done prior to 12:00am unless additional time is purchased, additional time is \$250/hour.

Sign \_\_\_\_\_

Date \_\_\_\_\_

Time \_\_\_\_\_

Thank You,

*Stephen and Charney Austin*