

Newark Township

SECURITY DEPOSIT CHECKLIST

Please leave the Building the way you found it...CLEAN.

NOTE: Remove all the trash when you leave. The Township does not have a Dumpster.

Clean Up List:

Stove is Clean

Refrigerator is Clean

Sink is Clean

Countertops are Clean

Floor is Swept

Garbage is emptied and removed from hall property

Tables and Chairs are clean and returned to Storage Room

Lights are Off

Remember:

No paper towels flushed down toilets

No Alcoholic Beverage

No outside cooking

No Animals

Thank you,

Newark Township Board

