

Costock Village Hall Check List

Hirers Name	Date	Waste bag issued	
Kitchen			Tick box
Taps off			<input type="checkbox"/>
Lights off			<input type="checkbox"/>
Window closed			<input type="checkbox"/>
Cooker off			<input type="checkbox"/>
Clean and Tidy			<input type="checkbox"/>
Main Hall			
Lights off			<input type="checkbox"/>
Window closed			<input type="checkbox"/>
Outside doors closed			<input type="checkbox"/>
Clean and Tidy			<input type="checkbox"/>
Small Hall			
Lights off			<input type="checkbox"/>
Window closed			<input type="checkbox"/>
Clean and Tidy			<input type="checkbox"/>
Gents Toilet			
Taps off			<input type="checkbox"/>
Lights off			<input type="checkbox"/>
Clean and Tidy			<input type="checkbox"/>
Ladies Toilet			
Taps off			<input type="checkbox"/>
Lights off			<input type="checkbox"/>
Clean and Tidy			<input type="checkbox"/>
Bar			
Taps off			<input type="checkbox"/>
Lights off			<input type="checkbox"/>
Clean and Tidy			<input type="checkbox"/>
Water Heater Off			<input type="checkbox"/>
Lobby			
Entrance door locked			<input type="checkbox"/>
Take rubbish home please in Rubbish bag provided			<input type="checkbox"/>
Deposit returned on completion of this form			

Report any Problems