



RIVERBEND COMMUNITY ROOM CLEANING LIST

The following cleaning requirements are the responsibility of the renter to complete within the scheduled rental time. If the renter chooses to hire a third party to clean the facility, the renter is still liable for the final state of the facility upon conclusion of the scheduled event.

- Chairs and tables wiped down and returned to original storage space
- Counter and sink clear of all debris and wiped down
- Floors swept or vacuumed and all debris removed.
- Decorations taken down and removed from facility. (Note: The use of nails, staples and/or tacks on surfaces or walls is prohibited. Blue painter's tape only.)
- Trash and recycling removed and disposed of in the dumpster to the east end of the parking lot.
- No personal or décor items can be left in the room or at the District Office.

Questions or concerns should be directed to the Rentals and Events Division at (541) 706-6149 or FacilityRentals@bendparksandrec.org.

Thank you for hosting your event at a Bend Park and Recreation District facility!