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## Community Center Checklist

- Do NOT leave items/garbage in the building or food in the refrigerator.
- Make sure all garbage is picked up, this includes the OUTSIDE grounds of the Community Center as well.
- Put all trash from garbage cans including bathroom in the dumpster located on the backside of the gym in parking lot.
- Clean kitchen [if utilized] and return all items to the appropriate place. \*Please clean out all kitchen sinks!
- If you put up tables and chairs you are responsible for putting them away, unless directed otherwise. Wash all table tops and chairs before stacking them.  
\*Please DO NOT slide/drag them across the gym floor!  
\*Please put all tables and chairs back in correct location where you found them!
- Please make sure front access door is locked when you leave the building, exit thru the gym doors.
- Please make sure all lights are turned OFF!

**Thank you for following the Brownsville Community Center checklist. We appreciate you using our facility and treating it with respect!**