

Jemez Springs Community Presbyterian Church

Important Notes for folks using the church for Events and Fund Raisers:

Thank you in advance & we hope you enjoy using our facility!! 😊

- The thermostat for the main downstairs sanctuary room and kitchen is in the hallway, just outside the women's bathroom. 65° is a good temp for a small group and 60° for a large group. Thanks for remembering to turn the heater back down to 55° before you leave the building.
- The hot water "turn on" switch (silver lever) is in the women's bathroom on top of the hot water heater. Flip the switch and a lightbulb outside in the hall will come on/reminding you to turn it off when you leave the building.
- All kitchen cabinets and drawers are labeled as to the contents.
- The cleaning supply room is across from the downstairs bathrooms.
- You are welcome to use the ceramic dishes, silverware, and pots and pans; be sure to wash, dry and put them all away. Otherwise, be prepared to supply your own kitchen supplies (paper plates, bowls, cups, napkins, plasticware).
- Wipe clean all counter tops, sinks and stove tops.
- Thank you for vacuuming and sweeping the carpet and tile floors.
- Thanks for mopping the kitchen floor. There is a simple blue handle mop that has a rectangular base and there is a blue striped terry cloth mop cover that can be wet with hot water, squeezed out and can be attached via Velcro to the base of the mop. (This is a fast easy way to clean the sticky and wet areas off the kitchen floor.)
- You will find these floor cleaning items in the cleaning supply room. Thanks for rinsing and cleaning the mop cover, and resting it over the side of a bucket (also found in the supply closet) for drying purposes.
- **Please take your trash with you when you leave.** We recommend that you double bag all trash (start with two trash bags in the large trash containers). This will help keep it from leaking as you handle the trash and take it to dispose of with your own trash.

Please do not put cups or containers with liquids into the trash cans.

Thank you for putting the kitchen back into the condition in which you found it. 😊