



Garden and Garage Checklist

Date : _____

Name on Duty: _____

Garden and Garage Duties		Check
1	Lawn Mowing (Seasonal)	
2	Snow Removing (Seasonal)	
3	Power wash when needed	
4	Leaf removal : (Blow with the blower first and then remove all the leaves)	
5	Trash and Recycling Removal	
6	Place the Parking cones where needed	
7	Cut and tie the packing boxes if any for recycling	
8	Clean/ wash all the Benches	
9	Oiling of the machines when needed	
10	Winterization of machines :Tractor, Power wash, Golf Cart, Trimmer and Blower (Seasonal)	
11	No clutter in the garage	
13	Do not mix recycle and Trash.	
14	Trash Day is Tuesday so all the trash should be taken out on Monday night	
15	Recycle Day is Friday so all the recycle stuff should be taken out on Thursday night	
16	Make sure Swami ji's car is not scratched while working in the garage. (Under Camera Surveillance)	
17	Check all the tools are locked	

Comments/Notes:

Checked By: