

Cleaning kit includes: (Kits are designed to be used one per room / meeting / event)

- (1) bottle of sanitizing solution
- (2) sets of large gloves
- (2) sets of medium gloves
- (2) blue micro-fiber rags
- Trash bags

Cleaning kits should be used to disinfect and sanitize the common touch points within a meeting / conference / study room.

Instructions for use

Prior to meeting

- Put on gloves (prior to opening the door)
- Spray cleaner / sanitizer on hard surfaces including door handles and any other common touch points (avoiding electronics)
- Wipe down the wet surfaces with one blue micro fiber cloth
- Place used cloth in plastic bag
- Remove gloves and place in separate trash bag

After meeting

- Put on new set of gloves
- Spray cleaner / sanitizer on hard surfaces including door handles and any other common touch points (avoiding electronics)
- Wipe down the wet surfaces with blue micro fiber cloth
- Place used cloth in plastic bag the first cloth
- Place bag with blue cloths in the carrier
- Place all cleaning supplies back in the carrier.
- Put any trash generated, in separate bag from blue rags
- Open door (with gloves on)
- Remove used gloves and place in trash bag
- Place trash bag back in the carrier
- Return the carrier to the designated area.

Kits will be refreshed each night (more frequently if needed based on use) with the blue microfiber cloths cleaned and sanitized each night by our janitorial company