Instructions: Items to be completed and signed off on every hour during hours of operations.

Reception Area	7:00	8:00	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00
Doors/Handle and Locks -Exterior and interior												
Counter Tops/Cupboards/Drawers- Handles												
Credit Card Readers												
Chairs/Tanles												
Printers												
Keyboards/Phones/Mouses												
Displayed Supplements												
Massage Chairs												
Supplement iPads												
Water Dispenser												
Bathrooms												
Door/Handle and Locks-exterior and interior												
Faucet												
Papertowl dispenser												
Soap Dispenser												
Toilet Seat Cover Holder												
Coat/Purse Hangers												
Light Switches												
Grab Bars												
Tx Rooms/Lab/Utility Rooms												
Doors/Handles and Locks-extieror and interior												
Chairs												
Desks												
Computer/Keyboard/Mouse												
Tx Table/Equipment												
Pens												
Breakroom												
Doors/Handles and Locks-exterior and interior												
Counter Tops												
Refrigerator Handle												
Faucet and Handles												
Microwave												
Dishwasher Handles												
Table and Chairs												