

Maryhill Renewal Center

Common Questions

What needs to be done in case of an emergency?

If there is an emergency for fire, medical and/or police please call 911. The address of Maryhill Renewal Center is 600 Maryhill Road in Pineville. This information should be provided to the 911 operator with your room number. If it is safe, please make sure to send someone out to the driveway to watch for the emergency personnel. Only after this has been done notify Dcn. Luke White @ 318-542-1707 or Paul Andries @ 318-792-1570. Do not contact the Maryhill staff if you have not contacted the emergency personnel first. For any other needs, please contact your Group Leader according to their instructions.

What does Maryhill provide?

Guest Rooms: Appropriate bed linens, pillows, and blankets.

Kitchen/Dining: Is equipped with dishwashers, icemakers, standard cafeteria and commercial kitchen equipment, washable plastic plates, utensils, pots, pans, baking sheets. We have almost everything needed for cooking and serving. Coffee makers with filters, coffee, hot chocolate, sugar and powder creamer are also available. **(Coffee cups or drinking glasses of any kind are not provided.)**

Public Restrooms: Toilet Tissue and Paper towels are provided in commons areas/meeting rooms. **(Not provided in guest rooms.)**

What will you provide?

Guest Rooms: Towels and face cloths, soap, facial and toilet tissue, shampoo, and all other personal toiletries.

Kitchen/Dining/Meeting Rooms: All disposables including paper towels, plates, cups, drinking glasses, napkins, dish soap and all cleaning supplies.

What are the cleaning requirements?

Final Cleaning of the entire campus and facilities: Cleaning is the responsibility of the User; regardless of who does the work.

Guest Rooms:

Final cleaning includes but is not limited to: Tie garbage bags and replace liners. Gather linens and place in bins located in breezeway of the building of which your room is located. Fold both bedspread and blanket and leave on bed. Clean toilet bowls with toilet bowl cleaner on the inside and clean the outside with Lysol wipes. Clean vanity, sink and faucets with Lysol cleaner. Clean

floors with Lysol wipes or floor cleaner suitable for the floors. Clean tubs with tub cleaner and rinse. Clean mirror with Windex, vacuum carpets and turn off lights. Close door and leave A/C on.

Overall Maryhill Cleaning:

Gather all trash from Buildings 100, 200, 300, Kitchen, Ducote, Thompson Hall, Greco Room, Administration and all bathrooms. Bring all garbage to the dumpster behind the cemetery up to the front of the center if possible. Otherwise, place your garbage in the breezeway. Pick up any paper or debris that may be left on site due to your outdoor activities. Place all equipment used back to its original location or back in storage.

All Buildings:

Vacuum carpet and mop all hardwood floors. Clean sinks, faucets and counter tops with Lysol cleaner. Clean toilet bowls with toilet bowl cleaner inside and clean the outside with Lysol wipes. Clean lavatory sinks and faucets with Lysol wipes or disinfectants. Remove stains and wax from carpet. Clean and pick-up tables and chairs. Remove any tape from walls and place all equipment back in its original location.

Additional notes for Kitchen/Dining:

If a deep fryer is used, remove and dispose of the grease (off campus). Wipe down equipment and put away all pots, pans, utensils, etc. Clean kitchen sink of all debris. Remove all excess food from freezer and refrigerator. Wipe down the refrigerator of any spillage. Wash and dry dishtowels, fold and place on shelf. Clean tables, chairs, and serving counter. Tables may be left in place after cleaning floors. Clean all coffee areas and place any unused products back into their original containers.

All facilities are to be left clean - "Better than you found them, please!"

Thank You!

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GUEST ROOM

DEPARTURE INSTRUCTIONS

On the day of your departure, please help by doing the following:

1. Fold your bedspread and blanket and leave them on the bed.
2. Remove sheets from the bed, put them inside one of the pillowcases. Then place the filled pillowcase in the laundry bins located in the breezeway of the building of which your room is located. Please do not remove the zipper pillow cases or mattress covers, unless soiled. Likewise, place all soiled towels, washcloths, and hand towels in laundry bin if these items belong to the Maryhill Renewal Center.
3. Leave the air conditioner / heat turned on.
4. Tie a knot in your trash bag and place in large trash can located in breezeway of your building.
5. Thoroughly, check your room for any personal items.
6. Please leave room- *"Better than you found it, please!"*

God Bless YOU!

The Staff of Maryhill

1/1/2024