

LAUNDRY CHECKLIST

There are two LAUNDRY VOLUNTEERS for each week. Each will do half of the laundry.

SUNDAY:

_____ Anytime after 9:00 AM pick up the laundry from the IHN STORAGE ROOM.

WITHIN ONE WEEK :

_____ Use hot water and bleach in the wash. Dry with a fabric softener.

_____ Fold and put each set of cleaned bed linens (fitted sheet and top sheet) into a pillow case.

_____ Fold Towels and Washcloths.

_____ Return cleaned laundry to the storage cabinet in the Storage Room (lower level)

_____ Leave a note on damaged linens that need repair or disposal.

LICE:

All linens from a sleeping room in which lice was found on one of the guests will be placed in a labeled bag.

Wash this according to LICE removal instructions.

NOTE: If linens are running short due to illness, accident or turn-over of guest, they may need to be washed midweek. The WEEK COORDINATOR will call to let you know.

NOTE: If we are hosting the week immediately following a hosting week, it may be necessary to enlist some Laundry Alternates to help do additional loads so they can be returned quickly to the church. Some guests will continue from one week to the next so their linens will not need to be washed.

THANK YOU!!!!