

Cleaning Crew Training

Event Details:

- **Location:** The Holy Trinity Private School
- **Address:** 9410 Rambler Dr NE, Silverton, OR, 97381
- **Shift:** June 14, 2025, from 10:00 AM to 3:00 PM

Cleaning Objective: Assist with unloading the event trailer and ensure all supplies are properly sorted and stored in their designated locations within the school kitchen, event trailer, and church hall

Signing in and Out: Volunteers must sign in and out on the volunteer signup sheet. Completing the entire shift is mandatory; early departure is not permitted.

Cleaning Crew (After the Event)

Below is list of supplies that fall under the following categories: event trailer, school, or church hall

Event Trailer – white cargo trailer that stores all the event related equipment

- Tables
- Stage
- Tablecloths
- Round tables
- Nibble boards
- Bartender supplies
- Auction supplies (sign stands, paddle boards)
- Raffle spinner
- Table food warmers
- Table leg raisers
- Squeeze bottles
- Wine Toss
- Wine/Water supplies (aerators, white napkins,)
- Aprons)
- Food Server supplies (white napkins
- Name tags

School – supplies used throughout the year and not just for events

- Kitchen



- Roasting pans / warmers
- Stand up food warmers
- Baking sheets
- Oven
- Gloves
- Serving spoons
- Connex
 - Burners
 - Propane
- Office
 - Pens
 - Clipboards

Broad Acres Church Hall – any items labeled as broad acres church hall

- TBD