

Wheaton Park Renter Procedures

Please remember you are using park facilities that are open to the public and being rented out all the time. It is vital that these park facilities be kept clean for the next renter so everyone can have an enjoyable experience at Wheaton Park! Please use the checklist below to track your cleanup progress and ensure everything is completed before turning in your key.

Pavilions

- Make sure the pavilion areas have any litter, spilled food, or spilled drink cleaned up.
- Turn off lights (if applicable).
- Make sure all garbage accumulated by your event is removed from the park!

Concession Buildings

- DO NOT TOUCH any equipment labeled PROPERTY OF WHEATON BALL LEAGUE! You will be responsible for any damage to this equipment!

Cabinets

- Wipe out any cabinets used.

Countertops and Sink Area

- Wipe down all countertops and concession windows with spray cleaner or wipes.
- Make sure the sink and drain are cleaned out.

Floors

- Sweep the floor and make sure any spilled food or spilled drink is cleaned up.

Garbage

- Make sure all garbage accumulated in concession buildings by your event is removed from the park!

Lock Up

- Close and lock concession stand windows. Make sure you close them all the way and you are unable to open them!
- If coolers, freezers, microwaves, or nacho machine are plugged into power **DO NOT** unplug them!
- Turn off lights.
- Lock concession building door.
- Lock restroom door (if applicable).
- Return concession building key to the Wheaton Parks Commission member that issued the key to you within 24 hours of your rental completion or lose your rental deposit!
- Report any issues to Wheaton Parks Commission member.
- **Lastly make sure to take your garbage with you. J**

We hope you enjoyed Wheaton Park and all it had to offer!