



Driscoll Pub Cleanup Policy

The Driscoll Pub is a space that is primarily used by Sodexo, but can be reserved as an event space outside of Subway's business hours. Since the Driscoll Pub is not a dedicated event space, it must be kept clean for Sodexo, but it is **not** regularly cleaned by Facilities. Therefore, the groups that use this space are responsible for leaving the space in the same condition as it was found, paying special attention to the following details:

- All event related trash must be taken out to the dumpsters directly. These are located in the parking lot on the western face of the building. Please ensure that each trashcan has a new trash bag. Trash bags can be picked up from the Driscoll Building Manager.
- Tables and chairs must be wiped down and replaced to their original locations. The Driscoll Building Manager on duty at the Driscoll Information Desk can provide you with the necessary cleaning supplies.
- An hour will be set aside after your event for space clean-up.

A **\$50 cleaning deposit fee** will be applied to your reservation when it is first processed. At the conclusion of your event, a Driscoll Building Manager will check to see if the room has been returned to its original condition. If it has, the cleaning deposit fee will be waived. If not, the fee will apply and you will be responsible for payment.