

Cleaning LOCATION OFFICE/REMOTE	SPRING CLEANING YEARLY	WEEKLY	MONTHLY	YEARLY	TOTAL BY MONTH	TOTAL BY YEAR APRIL-SEPTEMBER OR AS REQUIRED
Celina Customer Service 139 East Lake Avenue Celina, TN (W)						
Celina Central Office 148 East Lake Avenue Celina, TN (W)						
Moss Central Office 10196 Clay County Hwy Moss, TN (Y)						
TOTAL						

Cleaning Schedule

Customer Service locations once per week.

Coporate Office Semi-Weekly.

Manned Central Offices onece per week.

Unmanned Central Offices - once per year with exception to certain Central Offices being cleaned monthly.

Spring cleaning once a year in April at manned locations.

Spring Cleaning includes waxing floors and cleaning carpets.

Twin Lakes Telephone Cooperative will periodically inspect all locations with a monthly and quarterly check list.