



SELF-STORAGE

Daily Task Checklist

In addition to conducting big-picture safety maintenance, it's important to conduct daily tasks to keep your facility looking professional and well-maintained.

Clean dumpster area.



Pick up trash and debris around premises.



Sweep floors/vacuum carpets.



Clean common areas with disinfectant.



Replace any fading or extinguished light bulbs.



Remove any unsightly weeds outside your facility.



Ensure that golf cart is clean and operational.



Make sure hand carts are clean and in their appropriate place.



Check exit doors for working signage and proper function.



Ensure that security gates are working correctly.

