

# Gospel Tabernacle

## Check List For Preparing The Building For Worship

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### Unlocking The Building

- Unlock all entrance doors

### Powering-Up The Building

- Turn on all the lights – including:
  - Foyer
  - Hallway to prayer room
  - Prayer room
  - Children Church
  - Sanctuary
  - Stage
  - Both bathrooms
  - Hallways
  - Nursery
  - Toddlers
  - Offices
- Turn on the power to the PA system and Stage
- Turn on the water if we had it shut off because of freezing
  - If the water was turned off check both bathrooms for any problems with water
- Turn on the Hot water heater

### Tiding--Up The Building

- Check the restrooms making sure they are in good order
- Pickup any noticeable trash inside the building and out
- Check out sidewalks and brush off if needed

### Checking Out The Building

- Check all heat and AC units
- Replace any last minute lighting that may have gone out

### Communication In The Building

- Pick up and distribute all Walkie-Talkies

### Ministry To Our Speakers

- Clean and fill glasses with water for the pulpit area