Usage of Tablecloths

* Most tablecloths belong to women’s ministry.
* Please ask Madge or Kim to make sure tablecloths are available.
* Tablecloths have been dry cleaned.
* If you borrow tablecloths, they need to be returned in the manner you found them. Cleaned and pressed.
* Medical Linen Supply (205-380-5556) is the name of the cleaners to use. (two weeks before they are needed) They charge $7.50 per tablecloth to be cleaned. Pick up day is on Tuesday and drop off days are the following  Tuesday morning at **6:45am.** You will need to call them to schedule pick up and delivery. I usually leave tablecloths with a note on them under portico on Monday since pick up is so early. You will need to meet them at the church on Tuesday morning at 6:45am to receive the cleaned and pressed cloths. The tablecloths store in Women’s Ministry closet off of room C12. There is a hanging rack for them.
* Call a few days before pick up to get cost of cleaning, so that you will have a check for them when they deliver cleaned tablecloths.
* There are five tablecloths in the closet off of women’s bathroom commons. If you need to only borrow a few. Those can be washed and returned without ironing. (Make sure to use shout and clorox when washing to remove all stains.)