

Restaurant Service Opening Checklist

Hospitality

SERVICE OPENING

Have all tables, chairs, and booths been wiped and sanitized?

☐ Yes☐ No☐ NA

Is seating arranged according to the current layout plan?

☐ Yes☐ No☐ NA

Is the side station organized with clean cutlery and properly stacked items?

☐ Yes☐ No☐ NA

Are all signage, lights, and POS systems powered on and functional?

☐ Yes☐ No☐ NA

Is the back-of-house area clean, organized, and ready for service?

☐ Yes☐ No☐ NA

Are tent cards and bottle flags positioned correctly and clean?

☐ Yes☐ No☐ NA

Are digital displays and TVs switched on and operational?

☐ Yes☐ No☐ NA

Has the Target board been updated, and non-available items listed?

☐ Yes☐ No☐ NA

Have home delivery platforms been logged into and unavailable items updated?

☐ Yes☐ No☐ NA

Are packaging materials in-use available and properly stocked?

☐ Yes☐ No☐ NA

Is the cruet set clean and replenished if needed?

☐ Yes☐ No☐ NA

Are mustard, ketchup, and hot sauce bottles cleaned and free from residue?

☐ Yes☐ No☐ NA

Has the breakage register been updated with any damaged items?

☐ Yes☐ No☐ NA

Is music playing and the AC functioning at the correct settings?

☐ Yes☐ No☐ NA

Have extra tissues been folded and placed for easy access?

☐ Yes☐ No☐ NA

Are cleaning agents measured and used according to SOP proportions?

☐ Yes☐ No☐ NA

Is the menu for food and beverages in good condition; torn or damaged menus

removed?

Yes

No

NA

Are all tables and seating areas free of pests, insects, or flies?

Yes

No

NA