

Restaurant Bar Opening Checklist

Daily Operations

| | | |
|---------------------|-----------|-------|
| DATE ___/___/___ | BARTENDER | SHIFT |
|---------------------|-----------|-------|

BAR AREA

- | | |
|--|--|
| <input type="checkbox"/> Bar top wiped and sanitised | <input type="checkbox"/> Drink menus / lists displayed |
| <input type="checkbox"/> Floor behind bar swept | <input type="checkbox"/> Lighting and music set |
| <input type="checkbox"/> Bar mats placed and clean | <input type="checkbox"/> Waste bins emptied and lined |

Other _____

EQUIPMENT

| | OK | NOT OK | N/A | | OK | NOT OK | N/A |
|----------------|-----------------------|-----------------------|-----------------------|--------------------------------|-----------------------|-----------------------|-----------------------|
| Draught system | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Ice machine | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Glasswasher | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Soda gun / post-mix | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Blender | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Speed pourers clean and fitted | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

Other _____

REFRIGERATION & ICE

| | OK | NOT OK | N/A | | OK | NOT OK | N/A |
|------------------------------|-----------------------|-----------------------|-----------------------|--------------------|-----------------------|-----------------------|-----------------------|
| Bar fridge within range | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Ice well filled | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Back bar cooler within range | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Ice scoop in place | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

BEVERAGE STOCK

| | OK | LOW | OUT | | OK | LOW | OUT |
|-------------------|-----------------------|-----------------------|-----------------------|------------------------|-----------------------|-----------------------|-----------------------|
| House spirits | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Bottled / canned beer | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Premium spirits | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Soft drinks and mixers | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| House wines | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | Syrups and cordials | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Draught beer kegs | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | | | | |

Other _____

GARNISH & PREP

- | | |
|---|---|
| <input type="checkbox"/> Citrus cut and stored <small>Lemons, limes, oranges</small> | <input type="checkbox"/> Simple syrup prepared |
| <input type="checkbox"/> Olives and cherries | <input type="checkbox"/> Cocktail napkins stocked |
| <input type="checkbox"/> Fresh herbs | <input type="checkbox"/> Straws and stirrers |

Other _____

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Scan to view

GLASSWARE & SERVICE WARE

- Glassware polished and stacked
- All glass types sufficient
- Shakers and jiggers clean
- Bar towels stocked
- Sanitiser solution prepared

Other _____

POS & CASH

- POS system powered on
- Card terminal operational
- Float counted and verified
- Receipt paper stocked

Float amount _____

Other _____

COMPLIANCE

- Liquor licence displayed
- Age verification signage posted
- Responsible service notices visible
- First aid kit accessible

Other _____

SIGN-OFF

Issues or shortages noted

Completed by _____

Verified by (manager) _____

Notes

