

# Bar Opening Checklist

Date: \_\_\_\_\_

## Preliminary Building Check:

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- ☐ Clear away any debris outside the building
- ☐ Check for indoor odors, trash, spills, or items out of place
- ☐ Vacuum floors
- ☐ Empty and reset pest traps

## Polish and Sanitize Surfaces:

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- ☐ Wipe down countertops
- ☐ Wipe down stool seats and tabletops
- ☐ Polish the glassware
- ☐ Polish any silverware and barware
- ☐ Dust alcohol bottles on display
- ☐ Clean faucets and taps

## Take Inventory:

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- ☐ Count your bottle inventory
- ☐ Check the levels of your wine, liquor, and mixer bottles
- ☐ Stock your back bar cooler
- ☐ Check your keg levels
- ☐ Test the taps and clear the drain lines

## Room Setup:

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- ☐ Set up the tables and chairs
- ☐ Set up your service bartending supplies
- ☐ Set out clean bar towels
- ☐ Prepare the cash drawer
- ☐ Roll flatware in napkins

## Refill the Condiment Bar:

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- ☐ Wash and cut the fruit for the day
- ☐ Refill bar garnishes (rimming salt and sugar, olives, and cherries, etc.)
- ☐ Squeeze fresh citrus juice

## Refill Ice Bin:

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- ☐ Empty out underbar ice bin
- ☐ Melt any ice build-up
- ☐ Wipe out the bin
- ☐ Stock the bin with fresh ice