

# Free Restaurant Opening Checklist Form PDF

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

Manager on Duty: \_\_\_\_\_

## Dining Area

Task Description	Completed	Notes
Turn on all lights	[ ]	_____
Inspect dining area for cleanliness	[ ]	_____
Set up tables and chairs	[ ]	_____
Place menus on tables	[ ]	_____

## Kitchen Area

Task Description	Completed	Notes
Turn on kitchen equipment	[ ]	_____
Check food inventory	[ ]	_____
Prepare ingredients	[ ]	_____

Ensure all stations are stocked	<input type="checkbox"/>	_____
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### Restrooms

Task Description	Completed	Notes
Clean and restock restrooms	<input type="checkbox"/>	_____
Check and refill supplies	<input type="checkbox"/>	_____

### General Tasks

Task Description	Completed	Notes
Disarm security system	<input type="checkbox"/>	_____
Check and adjust HVAC system	<input type="checkbox"/>	_____
Review reservations and bookings	<input type="checkbox"/>	_____

Manager's Initials: \_\_\_\_\_

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