

BAR

CLOSING CHECKLIST

DUTIES:

Wipe down counters and barstools

Straighten barstools and check for debris underneath

Stack floor mats

Place glassware, tools, etc. in dishwasher & run

Burn the bar well

Drain all sinks & wipe down

Clean soda nozzles & replace

Cover, label w/ date, & store fresh juices, mixes, garnishes, etc. in cooler

Wipe down all liquor bottles & check pour spouts are clean

Run hot water through beer drain & wipe down

Put beer caps back on taps

Disengage keg couplers

Stock glassware for next shift

Empty sanitation bucket and place dirty towels in laundry

Take out trash

Complete closeout sheet

Count your bank and make a money drop