

# Bar Cleaning/ Maintenance Checklist



advanced  
mixology

Week Opening \_\_\_\_\_

Task	Mon	Tue	Wed	Thur	Fri	Sat	Sun
Wipe down the countertop regularly.							
Clean glassware, tools, utensils, plates, equipment and others after every use.							
Arrange tables and chairs whenever possible.							
Take out the trash as needed.							
Keep backup towels and wash used ones regularly.							
Sweep and mop the floor as needed.							
Clean the bathrooms.							
Clean floor mats and bar mats.							
Wipe liquor bottles on the shelves.							
Clean and wipe the railings.							
Clean and sanitize soda guns.							
Empty and clean garnish trays.							
Always keep the back bar clean.							
Clean the caddies, trays, racks, condiment							

holders, etc.							
Keep the sink clean and sanitized.							
Clean and sanitize liquor dispensers and reach-in coolers.							
Wipe beer taps after every dispense.							
<b>Weekly Cleaning and Maintenance Tasks</b>							
Flush, clean and sanitize keg lines.							
Empty, clean and sanitize reach-in coolers and ice bins.							
Clean movable service and storage equipment.							
Remove liquor bottles and clean shelves.							
Empty and clean reach-in condensation trays, and grills.							
Organize drawers and cabinets.							
Inspect for bugs and apply preventive measures.							
Wipe and clean decorations.							
Clean reach-in door gasket seals, and inspect for cracks and wear.							
Sweep and mop hard-to-reach places like under heavy equipment.							

**Name and Signature of Duty Manager:** \_\_\_\_\_