

DATE	SPECIAL EVENT	WEATHER	NAME
			AM:
			PM:
FRONT COUNTER CHECKLIST			
MORNING SHIFT			
TURN ON	CHECK IF CLEAN	CHECK IF FILLED	RECORD
Exhaust fans	Washrooms	Pop Cooler	Hot food Temp
Chicken warmer	Customer Area	Condiment Bottles	When food is.... brought out
Gravy warmer	Garbage bins	Salad Dressing Bottles	
	Tiled back wall	Pkg Condiments	
	Window / Door	CNJ Bags / Boxes	
	Filter and Fill Oil	CNJ Containers / Lids	TURN ON Open sign and start serving
RECORD	PREPARE	Check Date of Salad	
Condiment coolers	Buns	Dispose if expired	*At all times, make sure customer area floors and counters are always clean*
Salad Display coolers	Bring out utensils	Frozen Items	
	Fries	Salad / Condiment Bar	
			Sign:
AFTER LUNCH RUSH (2:00 PM – 4:00PM)			
CLEAN	RESTOCK FOR EVENING SHIFT		FILL
Customer Area	All bread	Pop cooler	Traditional Salads
Trays / Baskets	Fries	Pkg Condiments	Post new salad Dates
Washrooms	Salad / Condiment Bar	CNJ Bags	
Window / Door	Condiment Bottles	CNJ Boxes / Buckets	
	Salad Dressing Bottles	CNJ Containers / Lids	
		Filter and Fill Oil	
			Sign:
EVENING SHIFT (4:00 PM – 8:00PM)			
CHECK IF CLEAN	CHECK STOCK		FILL
Customer Area	All bread	Pop cooler	Traditional Salads
Trays / Baskets	Fries, Taters, Mashed	Pkg Condiments	Post new salad Dates
Washrooms		CNJ Bags	
	Salad / Condiment Bar	CNJ Boxes / Buckets	
Window / Door	Condiment Bottles	CNJ Containers / Lids	
	Salad Dressing Bottles		
Oil	Pulled Chicken		
			Sign:
AFTER DINNER RUSH (8:00 PM – 9:00PM)			
CLEAN	RESTOCK FOR MORNING SHIFT		FILL
Customer Area	All bread	Pop Cooler	Traditional Salads
Trays / Baskets	Condiment Bottles	Pkg Condiments	Post new salad Dates
	Salad Dressing Bottles	CNJ Bags	
Window / Door		CNJ Boxes / Buckets	
		CNJ Containers / Lids	
Display coolers			
Garbage bins			
			Sign:
CLOSING			
CLEAN	TURN OFF	PLACE IN COOLER	THROW
Tiled back wall	Holding warmer	Date items:	Biscuits
Utensils to kitchen	Gravy warmer	Chicken	
Fries dump table	Grill	Gravy	
Deep Fryer	Fryer / Heat Lamp	Fries	Pulled Chicken
Gravy Warmer	Exhaust Fans	Taters	Enter WASTE in POS
Mop the floor	Lights	Mashed Potato	
Holding warmer	Open sign		
Filter and Fill Oil			Sign:

DATE	SPECIAL EVENT	WEATHER	NAME
			AM:
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FRONT COUNTER CHECKLIST			
MORNING SHIFT			
TURN ON	CHECK IF CLEAN	CHECK IF FILLED	RECORD
Exhaust fans	Washrooms	Pop Cooler	Hot food Temp
Chicken warmer	Customer Area	Condiment Bottles	When food is.... brought out
Gravy warmer	Garbage bins	Salad Dressing Bottles	
	Tiled back wall	Pkg Condiments	
	Window / Door	CNJ Bags / Boxes	
	Filter and Fill Oil	CNJ Containers / Lids	TURN ON Open sign and start serving
RECORD	PREPARE	Check Date of Salad	
Condiment coolers	Buns	Dispose if expired	*At all times, make sure customer area floors and counters are always clean*
Salad Display coolers	Bring out utensils	Frozen Items	
	Fries	Salad / Condiment Bar	
			Sign:
AFTER LUNCH RUSH (2:00 PM – 4:00PM)			
CLEAN	RESTOCK FOR EVENING SHIFT		FILL
Customer Area	All bread	Pop cooler	Traditional Salads
Trays / Baskets	Fries	Pkg Condiments	Post new salad Dates
Washrooms	Salad / Condiment Bar	CNJ Bags	
Window / Door	Condiment Bottles	CNJ Boxes / Buckets	
	Salad Dressing Bottles	CNJ Containers / Lids	
		Filter and Fill Oil	
			Sign:
EVENING SHIFT (4:00 PM – 8:00PM)			
CHECK IF CLEAN	CHECK STOCK		FILL
Customer Area	All bread	Pop cooler	Traditional Salads
Trays / Baskets	Fries, Taters, Mashed	Pkg Condiments	Post new salad Dates
Washrooms		CNJ Bags	
	Salad / Condiment Bar	CNJ Boxes / Buckets	
Window / Door	Condiment Bottles	CNJ Containers / Lids	
	Salad Dressing Bottles		
Oil	Pulled Chicken		
			Sign:
AFTER DINNER RUSH (8:00 PM – 9:00PM)			
CLEAN	RESTOCK FOR MORNING SHIFT		FILL
Customer Area	All bread	Pop Cooler	Traditional Salads
Trays / Baskets	Condiment Bottles	Pkg Condiments	Post new salad Dates
	Salad Dressing Bottles	CNJ Bags	
Window / Door		CNJ Boxes / Buckets	
		CNJ Containers / Lids	
Display coolers			
Garbage bins			
			Sign:
CLOSING			
CLEAN	TURN OFF	PLACE IN COOLER	THROW
Tiled back wall	Holding warmer	Date items:	Biscuits
Utensils to kitchen	Gravy warmer	Chicken	
Fries dump table	Grill	Gravy	
Deep Fryer	Fryer / Heat Lamp	Fries	Pulled Chicken
Gravy Warmer	Exhaust Fans	Taters	Enter WASTE in POS
Mop the floor	Lights	Mashed Potato	
Holding warmer	Open sign		
Filter and Fill Oil			Sign: