

Bar Maintenance Checklist



Bar Maintenance Checklist

Date of Checklist Completion: _____

Time: _____

Personnel Conducting Maintenance: _____

Last Maintenance Date: _____

Equipment Maintenance:

Ice Machines:

- Cleaned and sanitized.
- Checked for proper ice production.
- Filters inspected and replaced if needed.

Blenders and Mixers:

- Cleaned after each use.
- Inspected for any damage to blades or wiring.
- All settings and speeds tested for functionality.

Glass Washers:

- Cleaned and sanitized.
- Checked for consistent water temperature.
- Inspected for signs of wear or damage.

Draft Systems:

- Lines cleaned and sanitized.
- CO2 and nitrogen tanks checked and refilled if needed.
- All taps tested for proper flow.

Coolers and Refrigerators:

- Cleaned inside and out.
- Temperature checked and maintained at proper levels.
- Seals and gaskets inspected for any wear.

General Bar Area Maintenance:

Bar Top and Counters:

- Cleaned and polished.
- Inspected for any damage or wear.
- Mats and railings cleaned and sanitized.

Sinks and Drains:

- Cleaned and cleared of any debris.
- Checked for any clogs or slow drainage.
- Drain traps cleaned.

Shelves and Storage:

- Bottles organized and fronted.
- Shelves cleaned and dusted.
- Any expired or near-expiry items discarded.

Glassware:

- Inspected for chips or cracks and removed if damaged.
- Polished and organized.
- Checked for proper cleanliness.

Spill Kits and First Aid:

- Checked for completeness.
- Replaced any used items.
- Ensured easy accessibility for staff.

Safety and Compliance:

Fire Extinguishers:

- Checked for easy accessibility.
- Inspected for expiration or damage.

Emergency Exits:

- Ensured paths are clear and unobstructed.
- Checked for proper signage and lighting.

Liquor Licenses and Health Certifications:

- Displayed prominently.
- Checked for upcoming expiration dates.

Sign-Off:

Maintenance person:

Signature: _____ Date: _____

Bar Manager/Supervisor:

Signature: _____ Date: _____