Kitchen Cleaning Checklist

Please make sure that you initial the following as the tasks are completed. Failure to complete all of the following prior to your departure, will result in additional cleaning fees for the renter. Please print.

Renter Name: _____ Event Date: _____

Renter Signature: _____ Date: _____

Caterer Name: _____ Phone: _____

Caterer Signature: _____ Date: _____

Area	***Specifics***	***Initial***
Dishwasher	Interior screens cleaned of food debris, turned off, water supply to sprayer turned off.	
Cupboards	Wiped down, no spills or splashes.	
Walls	Wiped down, no spills or splashes.	
Stove/Griddle	Top of stove wiped down, griddle cleaned with a screen or grill brick (if used), grease trap on griddle dumped (if used).	
Oven	Nothing left inside. Wiped down, no spills or splashes.	
Stove backsplash	Wiped down, no splashes.	
Sinks	Cleaned and sanitized, no food debris left in sink.	
Steam wells	Emptied of water (if used), cleaned, no food debris.	
Counter tops	Cleaned and sanitized.	
Refrigerator/Freezer	Nothing left inside.	
Trash	All trash taken out to green dumpsters in the parking lot (if full, renter/caterer to take with them).	
Floors	Swept and mopped.	
Back enclosure	No trash or recyclables left in enclosure, kitchen mats stacked neatly.	

For Internal Use Only

Staff Name: _____ Date: _____

Signature: _____