

## Tenants In/Out Checklist for Commercial Kitchens

Tenant:

Item	Good	Satisfactor	Action	Reqc	Clean	Comments
Wall tiles clean & intact?	Yes					
Floor tiles clean & intact?	Yes					
Lights working & in good condition? Covers?	Yes					
All washup & potwash sink taps working?	Yes					
Soap & towel dispensers in place & working?	Yes					
Office area-marks on walls? Floor? Carpets?	N/A					
ALL 3 phase & regular power points working?	Yes					
Gas bayonet points working?	Yes					
Water supply to cooking area working?	Yes					
Floor drain clean & operational?	Yes					
Hot water system operational to temperature?	Yes					
Flyscreens in place & operational?	N/A					
Wall paint updated to standard?	Yes					
Grease trap cleaned & departing tenant % paid?	Yes					
Ceiling clean & intact?	Yes					
Washdown tap operational?	Yes					
Floors - kitchen/coolroom/freezer/stores clean?	Yes					
Walls - kitchen/coolroom/freezer/stores clean?	Yes					
Under all equipment clean?	Yes					
Coolroom/freezer/stores shelving clean?	Yes					
Extraction hood- cleaned/light/filters/grease drained?	Yes					
Coolroom motor serviced?	Yes					
Extraction motor serviced?	Yes					
Hand wash sinks - clean/soap & towels?	Yes					
Door handles/coolroom door handles/freezers etc	Yes					
All exit/entry/dividing doors clean & operational?	Yes					
Lights in extraction & coolroom operational?	Yes					
Garbage removed & bins cleaned?	N/A					Not provided
Exit signs intact?	Yes					
Smoke detectors intact?	Yes					
Basket traps in place in sinks & floor waste	Yes					
Fire extinguisher/blanket & signage serived/intact						
I have checked each/every part of the building/fitout including motors & am happy with everything.						

**Signed & checked by;**  Tenant:

**Mark each area with Yes/NO (if NO reason why?)**

This document needs to be checked & signed by Enda Hughes & tenant: