Ghost kitchen cleaning: what we clean

Walk each bay and the courier side with your site manager and set the overnight list.

Kitchen _____ **Address** _____

Walked by _____ **Date** _____

Brand bays

- ☐ Prep tables and undershelves degreased
- ☐ Bay sinks scrubbed and equipment fronts wiped
- ☐ Wall panels behind the line washed
- ☐ Floor under equipment cleared of food and grease
- ☐ Checklist kept per bay
- ☐ Tenant fixes such as a leaking reach-in noted for your manager

Packing and courier pickup

- ☐ Packing stations wiped and cleared between rushes
- ☐ Pickup shelves and order-screen frames cleaned
- ☐ Courier lobby door glass cleaned
- ☐ Walk-off mats and lobby floor cleaned of tracked-in grit

Trash and outside

- ☐ Cardboard, packing bags and food waste taken to collection points
- ☐ Bin area washed down
- ☐ Dumpster pad and courier entrance pressure washed

Cold storage, floors and drains

- ☐ Walk-in floors, door seals, handles and shelf uprights cleaned
- ☐ Labeled brand product worked around
- ☐ Floors degreased, scrubbed, rinsed to floor sinks, squeegeed
- ☐ Trench drain covers lifted and cleared
- ☐ Periodic deep floor scrubs booked

Hand sinks and restrooms

- ☐ Hand sink basins scrubbed at every bay and the packing line
- ☐ Faucets and splash walls wiped
- ☐ Soap and towel dispensers refilled
- ☐ Staff and courier restrooms cleaned, fixtures to floor drain

Supplies and timing

- [ ] Towels, soap, tissue, liners and sanitizer from us or your stock
- [ ] Low items flagged for the site manager each visit
- [ ] Bays worked in the order your manager sets
- [ ] Midday reset of packing, pickup shelves and restrooms

Notes