

Restaurant & Dining Area Janitorial Walkthrough Checklist & Success Reminders

Reminders for a Successful Walkthrough (Restaurants & Dining Areas)

Be Prepared: Confirm the walkthrough appointment, bring your tools (measuring tape, checklist, flashlight, camera), and wear appropriate professional attire.

Engage the Client (Manager, Owner, GM): Introduce yourself, ask about current concerns including health inspections, complaints, or food safety needs.

Clarify Scope: Understand cleaning frequency, areas included (kitchen, front of house, outdoor seating), floor care requirements, and expectations around closing time sanitation or deep cleans.

Be Thorough & Observant: Walk through dining areas, bars, restrooms, kitchens, entryways, and outdoor spaces. Note grease buildup, ventilation, hard-to-reach corners, and high-touch surfaces.

Sanitation Focus: Ask about sanitation standards, disinfection routines, and how they comply with local health codes or franchise standards.

Estimate Accurately: Consider staff workflows, appliance cleaning time, trash volume, supply use, and grease management when estimating.

Follow Up: Thank the client, confirm your understanding, explain proposal timing, and ensure they know their priorities have been heard.

Facility Information

Facility Name:

Contact Person:

Title:

Phone:

Email:

Address:

Type of Restaurant (Fast Food, Dine-In, Buffet, etc.):

Approx. Total Square Footage:

Desired Cleaning Frequency:

Cleaning Hours Restrictions/Access Times:

Health Code / Compliance Standards:

Dining Area

Seating Capacity:

Floor Type / Condition:

Tables / Chairs:

Bar / Countertops:

Trash Cans (Number):

Dispenser Count (Condiment, Napkin, etc.):

Glass / Windows:

Touchpoints (Menus, High Chairs, Partitions):

Specific Client Requests:

Restrooms

Number of Restrooms:

Toilets / Urinals / Sinks:

Partitions:

Dispenser Quantity (Soap, Towel, TP):

Trash Cans / Sanitary Disposal:

Touchpoint Protocol:

Odor Control Needed?:

Specific Client Requests:

Kitchen / Food Prep Area

Size (Sq. Ft.):

Floor Type / Drainage:

Appliances / Surfaces to Clean:

Grease Trap Location:

Walls / Ceilings:

Ventilation / Hood Area:

Sinks / Dispensers:

Trash Can Count:

Disinfection Standards:

Specific Client Requests:

Dishwashing / Utility Area

Sinks / Dish Stations:

Floor Type / Wet Zone Notes:

Trash / Recycling:

Drain / Grease Trap Presence:

High-Touch Points:

Trash Can Count:

Specific Client Requests:

Outdoor Dining / Patio

Patio Area Size:

Furniture Count:

Trash Cans Count:

Surface Type (Concrete, Pavers, etc.):

Canopies / Umbrellas:

Glass / Partition Cleaning Needed:

Specific Client Requests:

Entry / Lobby / Waiting Area

Floor Type:

Furniture / Benches:

Glass / Mirrors:

Signage / Dispensers:

Trash Cans:

Touchpoint Areas:

Specific Client Requests:

Periodic Work

Grease Trap / Vent Cleaning Schedule:

Window / Glass Cleaning:

Floor Scrubbing / Re-sealing:

Grout or Tile Deep Cleaning:

High Dusting (Lights, Vents):

Other (Power Washing, Dumpster Pad, etc.):

General Observations & Protocols

After-Hours Access / Alarm Code:

Janitor Closet Location:

Preferred Chemicals / Sanitizers:

Client Supplies or Provided Inventory:

Trash / Grease Disposal Plan:

Facility Condition & Age:

Client Top Concerns:

Other Notes:
