



Bar-i's Ultimate Side-Work Checklist

An efficient bar is a profitable bar. Use this checklist daily and weekly to ensure your bar is always operating at peak performance, ready to deliver the best guest experience and maximize your profits.

I. READY FOR PERFECTION: THE OPENING SHIFT CHECKLIST

Every successful shift begins with thorough preparation. Complete this list to ensure everything is in its place before the first guest walks in.

1. Wipe down the entire bar area, chairs, POS terminals, and cooler doors.
2. Restock all necessary liquor, wine, beer, and glassware.
3. Prepare all garnishes, mixers, syrups, and juices.
4. Restock straws, picks, and napkins.
5. Check the dates on all products and discard any that have expired.
6. Fill the three-compartment sink or dishwasher and check the chlorine level.
7. Turn televisions to the appropriate channels.
8. Straighten chairs and place napkins and settings if required.
9. Cut fruit and prepare sufficient garnishes and fresh items.



II. FINISH STRONG: THE CLOSING SHIFT CHECKLIST

How you end the day determines how the next one begins. Set the next shift up for success by completing these tasks.

1. Date all newly opened wine bottles and ensure they are properly sealed or pumped.
2. Wipe down all surfaces.
3. Clean ALL bar utensils (mats, ice scoop, rim tray, fruit trays, shakers, and strainers).
4. Wipe down and clean any areas where fruit flies can live.
5. Empty out and wipe down the 3-compartment sink.
6. Wipe down taps, bottles, wells, and the area under all Dri-decks.
7. Burn the ice and wipe out any debris from the ice wells.
8. Run concentrated sanitizer down the drains, then cover or plug them with saran wrap.



III. WEEKLY MAINTENANCE: THE DEEP CLEAN SCHEDULE

These tasks keep your bar not just superficially clean, but in top condition for the long run. By assigning these deeper cleaning tasks to specific, slower days, you ensure they get done without overwhelming your staff.

Days	Key Tasks
✓ MONDAY	<ul style="list-style-type: none">• Remove all glassware and beer bottles from the left cooler and wipe down the bottom shelf.• Wipe down the glass inside and outside of the reach-in cooler and detail the stainless steel.
✓ TUESDAY	<ul style="list-style-type: none">• Remove everything from cabinets or storage spaces behind the bar and wipe them out.• Clean store-n-pours by removing tops and running them through the dishwasher
✓ WEDNESDAY	<ul style="list-style-type: none">• Detail the back bar; remove display bottles and glassware to wipe underneath.• Run ALL glassware through the dishwasher to remove dust.
✓ THURSDAY	<ul style="list-style-type: none">• Take a broom and remove any debris from underneath the bar.• Remove everything from the center cooler and clean it (remember to check for expired products).
✓ FRIDAY	<ul style="list-style-type: none">• Remove everything from the right cooler and clean it.
✓ SATURDAY	<ul style="list-style-type: none">• Typically the busiest night. Focus on standard opening/closing checklists.
✓ SUNDAY	<ul style="list-style-type: none">• Clean and dust televisions.

A WELL-ORGANIZED BAR IS JUST THE BEGINNING...

An effective checklist gives you control over your daily operations. But how do you control your profitability? That's where data comes in. Tracking precisely what's poured versus what's sold for every single item is the next step in transforming a well-run bar into a true profit machine.



Ready to See Your True Profit Potential?

BAR-I

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