## Shift Checklist

Summer: Hourly / Winter: Shift End

Straws Pint lids/con Quart lids/co Half gallon li Napkins Candy toppi Syrup toppir Whipped cre Paper towel	
ws lids/containers rt lids/containers gallon lids/containers gallon lids/containers dy toppings up toppings up toppings pped cream (3 cans defrer towels & toilet paper	6 & 12 oz. dishes 16 & 24 oz. cups 16/24 oz. dome lids Spoons, taster spoons and spoda spoons
Pint lids/containers Quart lids/containers Half gallon lids/containers Napkins Candy toppings Syrup toppings Whipped cream (3 cans defr	<u>S</u> S
Quart lids/containers Half gallon lids/containers Napkins Candy toppings Syrup toppings Whipped cream (3 cans defr	_
Half gallon lids/containers  Napkins  Candy toppings  Syrup toppings  Whipped cream (3 cans defrosted)  Paper towels & toilet paper	
Napkins Candy toppings Syrup toppings Whipped cream (3 cans defr	
Candy toppings Syrup toppings Whipped cream (3 cans defr	
Syrup toppings Whipped cream (3 cans defr Paper towels & toilet paper	
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Paper towels & toilet paper	
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Floors (sweep, spot mop in winter Front sidewalk, alley way, backyar Counters  Dipping cabinets Can skirts (wash dirty ones in dish Walls & windows Bathrooms (wipe down sink, toilet	Indoor & outdoor tables & chairs
Front sidewalk, alley way, backyard to bike path Counters  Dipping cabinets Can skirts (wash dirty ones in dishwasher) Walls & windows Bathrooms (wipe down sink, toilet, mirrors, changing table, fle	Floors (sweep, spot mop in winter)
Counters  Dipping cabinets Can skirts (wash dirty ones in dishwasher) Walls & windows Bathrooms (wipe down sink, toilet, mirrors, changing table, fl	Front sidewalk, alley way, backyard to bike path
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Walls & windows  Bathrooms (wipe down sink, toilet, mirrors, changing table, flux	Can skirts (wash dirty ones in dishwasher)
Bathrooms (wipe down sink, toilet, mirrors, changing table, flu	Walls & windows
	Bathrooms (wipe down sink, toilet, mirrors, changing table, floor

Take out trash/recycling bags 2/3 full or more (indoor & outdoor)