



**Closing checks date:**

Unused food put away correctly.

Leftover food and past sell-by-date food discarded.

Crockery and utensils washed up and put away dry.

Rubbish removed/bin cleaned.

Dirty cloths removed for washing and replaced.

Work surface clean and disinfected.

Floors clean.


Report any problem(s) here

Action taken

**Further guidance**

- Safer Food Better Business (Food Standards Agency)