TwentyTwo-2

ALL ABOUT THE OCCASION.

Pre-service bar checklist

Service / date: _____ Shift lead: _____

Status: Ready / Action needed / Unavailable. Name an owner and a recheck time or trigger for open actions.

Item to check	Status	Responsible person	Action	Recheck
Current recipes and recent changes available to the team				
Usable ingredients checked against every menu drink				
Prepared components and garnishes ready under venue procedures				
Required glasses and ice ready; replenishment arranged				
Measures, tools and equipment ready at the station				
Guest menu and ingredient information reflect today’s serves				
Order receipt, preparation and handover responsibilities agreed				
Bar and floor teams briefed; open actions handed over				

Use alongside your venue procedures. Confirm menu and team updates when an action changes what can be served.

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