

## Kearney Overnight Checklist

- Fry station washed and put back together by 4
- Clean mirror on fry station
- Hlz's wiped out
- Both d/t windows cleaned (inside & out)
- Change frontline menu boards
- Clean tea machine urn daily
- Wash dishes and put them away
- Wall freezers defrosted and cleaned DAILY
- Clean lobby diffusers
- Make sure buns are wrapped after breakfast
- Clean McCafe machine including bean hopper, top of machine, and nozzle
- Get cash sheet ready for the day
- Drawers counted and cash sheet completely filled out
- Clean and polish ALL STAINLESS ON FRONTLINE
- Count waste
- Clean the office before you leave
- Make parfaits from prep chart between 3-5 am
  
- Burritos**
  - Mondays – Roll 80
  - Tuesdays – Roll 50
  - Wednesdays – Roll 80
  - Thursdays – Roll 100
  - Fridays – Roll 150
  - Saturdays – Roll 100
  - Sundays – Roll 80
  
- Sunday** – Clean Frappe at 10:00 pm

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Manager Signature

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Date