



General Restaurant Facility Maintenance Checklist

Exterior, public-area, and site-access observations

FREE PROFESSIONAL TEMPLATE | AMERICA RUNS ON WAFFLES | TROY COLEMAN

RESTAURANT / SITE NAME	LOCATION ID / ADDRESS	INSPECTION DATE AND TIME
INSPECTOR NAME AND ROLE	MANAGER ON DUTY	WEATHER / AMBIENT CONDITIONS

EXTERIOR AND SITE ACCESS

OBSERVATION	OK	MONITOR	SERVICE	URGENT	N/A
Walkways and entrances appear free of trip hazards.	☐	☐	☐	☐	☐
Parking, loading, and service areas are observed for damage or obstruction.	☐	☐	☐	☐	☐
Exterior lighting, doors, gates, locks, and closers appear serviceable.	☐	☐	☐	☐	☐
Address and site signage are visible.	☐	☐	☐	☐	☐
Standing water or drainage concerns are documented.	☐	☐	☐	☐	☐
Roofline, gutter, and downspout concerns are observed from ground level only.	☐	☐	☐	☐	☐
Dumpster and grease-storage areas are orderly under site procedure.	☐	☐	☐	☐	☐
Pest evidence, openings, or damaged barriers are documented.	☐	☐	☐	☐	☐

DINING, SERVICE, AND PUBLIC AREAS

OBSERVATION	OK	MONITOR	SERVICE	URGENT	N/A
Floors, mats, stairs, transitions, and accessible routes appear unobstructed.	☐	☐	☐	☐	☐
Walls, ceilings, and visible water staining are documented.	☐	☐	☐	☐	☐
Tables, seating, counters, and fixtures appear stable.	☐	☐	☐	☐	☐
Doors, glazing, hardware, and closers show no obvious damage.	☐	☐	☐	☐	☐
Lighting and protective covers appear intact.	☐	☐	☐	☐	☐
Restroom fixtures, leaks, drainage, and dispensers are observed.	☐	☐	☐	☐	☐
Emergency paths and exits appear unobstructed; systems are not tested unless authorized.	☐	☐	☐	☐	☐



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Back-of-house, building-system observations, and work routing

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PAGE 2 OF 2

RESTAURANT / SITE NAME

INSPECTION DATE

INSPECTOR INITIALS

KITCHEN AND BACK-OF-HOUSE

OBSERVATION	OK	MONITOR	SERVICE	URGENT	N/A
Floors, drains, walls, ceilings, and penetrations are observed for damage.	☐	☐	☐	☐	☐
Visible plumbing leaks or drainage concerns are documented.	☐	☐	☐	☐	☐
Shelving and storage appear stable; walkways remain unobstructed.	☐	☐	☐	☐	☐
Chemical storage follows the site's approved procedure.	☐	☐	☐	☐	☐
Guards, barriers, lighting, and protective covers appear present.	☐	☐	☐	☐	☐
Hood and exhaust exterior condition and visible residue are documented.	☐	☐	☐	☐	☐
Utility access appears unobstructed.	☐	☐	☐	☐	☐
Gas odor, burning odor, smoke, or abnormal heat requires immediate escalation.	☐	☐	☐	☐	☐

BUILDING SYSTEMS - OBSERVATION ONLY

OBSERVATION	OK	MONITOR	SERVICE	URGENT	N/A
Electrical panels appear closed, labeled, and unobstructed.	☐	☐	☐	☐	☐
No obvious damaged receptacles, switches, cords, or covers are observed.	☐	☐	☐	☐	☐
Visible piping and water-heater exterior show no obvious leakage.	☐	☐	☐	☐	☐
HVAC comfort, moisture, unusual odor, or noise concerns are documented.	☐	☐	☐	☐	☐
Fire and life-safety equipment appears present and accessible; tags are recorded without declaring compliance.	☐	☐	☐	☐	☐
Security, access-control, communications, or point-of-sale concerns are documented.	☐	☐	☐	☐	☐

DEFICIENCIES, PROTECTIVE ACTION, AND FOLLOW-UP

OBSERVATION / DEFICIENCY / IMMEDIATE PROTECTIVE ACTION

PERSON NOTIFIED AND TIME

SERVICE PROVIDER / WORK ORDER

FOLLOW-UP OWNER AND TARGET DATE

MANAGER REVIEW / DATE

TECHNICIAN REVIEW / DATE

COMPLETION / RETURN-TO-SERVICE DATE