

THEATRE CHECKLIST PRE- PHASE ONE- WHILE WAITING

As your patrons enthusiastically anticipate returning to the great American pastime of going to the movies, the below list has helpful steps to make sure your facility is ready to operate again.

GENERAL

1. Open the doors to allow the building to air out.
2. Walk the building looking for any signs of rodents, or water leaks.

RESTROOMS

1. Flush all toilets and urinals daily, if possible.
2. Remove any hard water buildup in the toilets and urinals. (#905131- Hard Water Remover)
3. Remove and discard all used urinal screens.
4. Remove and discard all used urinal mats.
5. Spray Release around urinals and toilets and allow to air dry. (Watch Video)
6. Check that all soap dispensers are operating properly.
7. Check that all towel dispensers are operating properly.



NOTE: In the initial reopening phase royal can assist locations trouble shoot dispensing issues over the phone and with videos as demand for technician requests are expected to be very high.

8. Turn off all battery powered air freshener dispensers.
9. Ensure all waste receptacles are emptied and cleaned to eliminate odors and to prevent rodents and bugs. (Sprinkle Magic Gel or Release inside to eliminate build up and odor)
10. Remove all used Sanisac feminine napkin trash liners from the women's stalls and clean the disposal boxes. (Take caution to make sure there are no needles)
11. Treat floor drains with Release Drain Maintainer.
(IMPORTANT NOTE: Read Article about Covid-19 and floor drains)

LOBBY AND AUDITORIUMS

1. Ensure all waste receptacles are emptied and cleaned to eliminate odors and to prevent rodents and bugs.
2. Dust and spot clean surfaces.
3. Vacuum carpets.
4. Spot clean carpet and upholstery. (Item# KIT-SPOT)
5. Sweep and mop hard floors.
6. Clean all recliner tables and cup holders.



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JANITORIAL CLOSETS

1. Discard all smelly and/or worn out mop heads.
2. Discard all smelly and/or worn out cleaning cloths.
3. Ensure all mop buckets have been emptied and rinsed out.
4. Ensure the water at the mop sink has been turned off.
5. Treat the mop sink drain and floor drains with Release.
6. Ensure all waste receptacles are emptied and cleaned to eliminate odors and to prevent rodents and bugs.
7. Check to ensure the SDS book is up to date, missing SDS' can be found at <http://SDS.RoyalCorporation.com>
8. Check to ensure the mixing station is operational. *NOTE: In the initial reopening phase Royal can assist locations trouble shoot dispensing issues over the phone and with videos as demand for technician requests are expected to be very high.*

KITCHEN AND CONCESSION

1. Ensure all waste receptacles are emptied and cleaned to eliminate odors and to prevent rodents and bugs.
2. Discard all smelly and/or worn out mop heads.
3. Discard all smelly and/or worn out cleaning cloths.
4. Empty and clean all mop buckets.
5. Empty and clean all red, green, or gray cleaning pails.
6. Ensure all dirty dishes have been washed.
7. After washing dishes, ensure all sink compartments are emptied and rinsed. *(Watch Video)*
8. Delime the dish machine(s). *(Watch Video)*
9. Discard any sanitizer that has been mixed into spray bottles.
10. Apply Release to the floor drains throughout the kitchen, and mop sink. *(Watch Video)*
11. Clean the soda machines to remove built up syrup and to eliminate flies.
12. Apply Free Flow to the drains of the soda machine and the floor drains behind the soda machine.
13. Clean the filters of the Popcorn Poppers.
14. Check for expired food, follow your corporate office guidelines on disposal.

OTHER

1. Restock First Aid Kits *(View required items)*