

CLIENT PREP CHECKLIST:



Commerical Roach Intensive Treatment



Dear Customer,

On the following page we have outlined the procedures that **MUST BE COMPLETED BY YOUR STAFF PRIOR TO OUR ROACH INTENSIVE TREATMENT.**

Our Service Technicians **CANNOT BEGIN ANY TREATMENT** unless all preparation steps have been completed. These steps ensure that we perform the service **SAFELY AND EFFECTIVELY.**

Our crew will arrive on:

_____ at _____ AM/PM

PLEASE HAVE ALL PREPARATIONS COMPLETED BY THIS TIME SO WE MAY PROMPTLY START YOUR SERVICE.

PREPARATION REQUIREMENTS CHECKLIST:

(If not applicable, write N.A.)

- REMOVE ALL EXPOSED FOODSTUFFS;** place in walk-in freezers, refrigerators, or sealed plastic bags.
- CLEAR ALL SHELVES** of pots, pans, utensils, and dishes. Remove them outside the treatment area and cover with plastic or place in plastic bags.
- UNLOCK AND EMPTY CABINETS** of pots, pans, glassware, and dishes. Remove outside treatment area and cover.
- EMPTY TRAY CARTS AND LOWERATORS;** keep them in the kitchen area.
- EMPTY OIL FROM DEEP FRYERS** or cover with metal trays or foil.
- TURN OFF ALL GAS** pilot lights, fans, exhaust systems, and smoke alarms. **NOTIFY THE ALARM COMPANY.**
- IDENTIFY ELECTRICAL SWITCHES THAT MUST REMAIN ON** (e.g., walk-ins, freezers, refrigerators).
- Rake down ice and cover with plastic bags. Close ice machine doors.
- Clean out serving line of all food handling materials, dishes, silverware, pots, and pans. Remove outside treatment area and cover.
- OPEN ALL** locked doors, offices, storerooms, and janitor closets.
- REMOVE ALL GARBAGE** prior to treatment. Leave master container open.
- BAR AREA:** remove glasses, utensils, strainers, etc. Leave electric motors/mixers on the bar.
- REMOVE ALL BOTTLES** (liquor, soda, etc.) and ensure boxes/bags are free of roaches. Inspection is critical to prevent reintroduction.
- Pick up, clean, and remove floor mats from the area during treatment.
- OPEN ALL CABINETS** – remove boxes, bags, napkins, etc. from areas to be treated.
- Empty and clean all employee lockers.
- Empty and clean all waiter/waitress stations.

PREPARATION REQUIREMENTS CHECKLIST:

(If not applicable, write N.A.)

- REMOVE DIRTY LINENS.** Place clean linens in plastic bags.
- ENSURE ACCESS TO ALL ROOMS,** including offices and storage areas.
- ALL EMPLOYEES AND GUESTS** must be out of the area during treatment.
- All surfaces must be cleaned and/or wiped down **PRIOR TO REOPENING** the facility.
- Break open booths for access.
- Turn tables and chairs upside down.
- Remove or bag all tabletop items (salt, pepper, sugar, etc.).
- ADDITIONAL ITEM(S):** _____

**THE STRUCTURE MUST BE VACATED DURING THE APPLICATION,
AND RE-ENTRY IS NOT PERMITTED UNTIL 8 HOURS HAVE PASSED.**

CLIENT RESPONSIBILITY

All items listed above are the client's responsibility and must be completed before Horizon Pest Control conducts service. By agreeing to service, the client acknowledges and accepts responsibility for completing these preparation requirements.

CUSTOMER'S SIGNATURE

HORIZON REPRESENTATIVE

For any questions or concerns, please contact our office at **201-447-2530**.

Thank you for your cooperation.