



Movie Theatre Cleaning Checklist



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The #1 Operations Management Platform

The template provided here has been created as a general guide by Operandio and may need to be adapted to cover all regulatory requirements for your business.

We recommend consulting your local and industry authorities for clarification and assistance with your specific record-keeping requirements.

Movie Theatre Cleaning Checklists



Completed By:

Signature:

Date:

Done	Movie Theatre Auditorium
	Clean debris from the seats
	Clean seats (incl. Armrests and cup holders)
	Empty rubbish and reline bins
	Clean any spills on the floor
	Vacuum the carpets
	Wipe auditorium doors
	Clean projection room

Done	Movie Theatre Bathrooms
	Clean toilet seats
	Wipe toilet cubicles
	Wipe down sinks
	Restock toilet paper, soap and urinal cakes

Done	Movie Theatre Candy Bar
	Vacuum and mop floors
	Clean soft drink dispensers
	Restock snacks and receptacles
	Wipe down all displays
	Clean concession stand counter



Done	Movie Theatre COVID-19 protocols
	Restock masks and hand sanitiser
	Check QR codes are functional (and replace ones that aren't)
	Sanitise all touch points (i.e. counters, POS systems, door handles, etc.)
	Check all signs and social distancing points
	Ensure staff have access to temperature reading technology

Done	Movie Theatre Exterior
	Inspect posters, standees and lighting
	Remove rubbish and reline bins
	Check that all emergency exits are unblocked and in good condition
	Vacuum floors
	Wipe and restock vending machines

Done	Movie Theatre Lobby
	Wipe all glass and dust window ledges
	Sweep, vacuum and mop lobby floors
	Empty rubbish and reline bins