

# Restaurant Startup Checklist

## Countdown to Opening - By Category

Months Before Opening	Category	Activity	Responsible Person/Party	Target Completion Date	Status/Date Completed
11	Design/Construction	Graphic artist - select graphic artist			
9	Design/Construction	List of architects - check references, create short list of quality firms			
9	Design/Construction	List of general contractors - check references, create short list of quality firms			
9	Design/Construction	List of interior design firms - check references, create short list of quality firms			
8	Design/Construction	Ansul system - what are local requirements			
8	Design/Construction	Construction & development costs - get estimates of buildout/construction costs from contractors			
8	Design/Construction	Exits - panic hardware requirements, emergency lighting - fire code requirements			
8	Design/Construction	Handicap access/requirements			
7	Design/Construction	Architectural/design - review & approve			
7	Design/Construction	Builder's risk insurance			
7	Design/Construction	Contractor - select contractor			
7	Design/Construction	Demolition work			
7	Design/Construction	Design-Exterior - siding, ramps, windows, awnings, lighting			
7	Design/Construction	Design-Interior - kitchen, bar, dining room, bar, office, lighting			
7	Design/Construction	General liability insurance			
7	Design/Construction	Patio / outside seating - design, available seating, permits, w/w station, cost feasibility			
7	Design/Construction	Select architect/designer			
7	Design/Construction	Utilities billing changes - change name/party responsible for utility bills - electrical, gas, water			