


## Cotton Candy Machine Cleaning Checklist

 Date: \_\_\_\_\_ Time: \_\_\_\_\_ Initials: \_\_\_\_\_

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### 1. **\*\*Before Starting\*\***

- ☐ Turn off and unplug the machine.
- ☐ Ensure all parts have cooled down.

### 2. **\*\*Daily Cleaning\*\***

- ☐ **\*\*Bowl and Spinner Head\*\***
  - Remove the bowl and spinner head.
  - Soak in warm, soapy water.
  - Scrub any sugar residue with a soft brush.
  - Rinse thoroughly and dry.
- ☐ **\*\*Exterior Surfaces\*\***
  - Wipe down the outside of the machine with a damp cloth.
  - Avoid getting water in any electrical components.
- ☐ **\*\*Interior Surfaces\*\***
  - Wipe down any accessible interior surfaces to remove sugar dust.
- ☐ **\*\*Drying\*\***
  - Ensure all parts are fully dry before reassembly.

### 3. **\*\*Weekly Maintenance\*\***

- ☐ **\*\*Deep Clean the Burner\*\***
  - Turn machine off, wait until it cools down, and remove the white pipe from the bottom of the burner.
  - Wrap with a towel, take the burner cap off, and pour water (preferably warm) down the burner to drain out any built up sugar residue.
  - Do this until water runs clearly through the center rod and black pipe drain.

### 4. **\*\*Monthly Check\*\***

- ☐ **\*\*Inspect Electrical Components\*\***
  - Check for loose wires or unusual wear.
  - Ensure all components are in good condition and functioning properly.

### 5. **\*\*Comments/Issues Noted:\*\***

- \_\_\_\_\_  
- \_\_\_\_\_

**\*\*Staff Initials:** \_\_\_\_\_ **\*\***