

Wednesday, December 31, 2025

CORE Events Schedule

Time	Employee	Event
10:15 AM	LANIE SULLIVAN	611742-GoVerden-Avocado Cups (250818529693) - V2-CORE
10:15 AM	DIANE CARR	617034-LKD-CF-Orange Juice / Grapefruit / Blood Orange (251104536708) - V2-CORE
10:45 AM	ROBI DUNFEE	617029-LKD-CF-Pecan Loaf / MM Honey (251104536700) - V2-CORE
10:45 AM	CAROLYN MANN	619197-LKD-Schuman-Parm Wedge/Crunchmaster (251209539683) - V2-CORE

Daily Item Numbers

Wednesday, December 31, 2025

Use this list for getting the next day's product and printing price signs.

UPC Number	Barcode	Description
85000285846	 850002858464	AVOCADO CUPS
25540600000	 255406000004	ORANGE JUICE
25495300000	 254953000006	BLOOD ORANGE JUICE
25495400000	 254954000009	GRAPEFRUIT JUICE
25541200000	 255412000005	BANANA PECAN LOAF
19396832707	 193968327071	MM PURE HONEY
21888800000	 218888000009	MM PARM REG WEDGE
87989000240	 879890002407	5 SEED MULTIGRAIN
19396813546	 193968135461	MM JAL/GARLIC OLIVE

Total Items: 9

EVENT DETAIL REPORT

Event Scheduled On 12-31-2025

Event Number	Event Name		
611742	12.20-GoVerden-Avocado Cups		
Event Date	Event Type	Status	Locked
12-20-2025	Holiday	APPROVED	NO

Item Number	Description	Category
980252837	AVOCADO CUPS	DELI PI

START: 10:15 AM | ON FLOOR: 10:30 AM | LUNCH: 12:30 PM - 1:00 PM | OFF FLOOR: 4:30 PM | LEAVE: 4:45 PM

MUST BE SIGNED AND DATED

Scheduled Employee: LANIE SULLIVAN

Employee Signature: _____

Date Performed: _____

Supervisor Signature: _____

 **Service Objective** **Target(s)**

Name	Type	UPC	Stock ID	Department
Perfectly Ripe Avocado Cups	Primary	85000285846	980252837	

 **Prep Instructions**

Med Risk - Heated or Chilled Items

Hand sink within 25ft of cart

Sanitize cart and log on Event Activity Log

Ensure there is an allergen sign and sneeze guard on the cart.

Wash and glove hands; gloves must be worn when serving food. Wash hands and change gloves as needed.

If using a knife, utilize a cutting glove.

Temp and log all ready-to-serve hot items to proper temp of 140°F or as directed by package.

Holding hot temp - above 140°F. Temp and log on Event Activity Log.

Holding cold temp - below 40°F. Temp and log on Event Activity Log.

Keep Guacamole in ice bath during demo.

ENHANCEMENT ITEM: Crunchmaster Cracker Item#980351225

Place one scoop of guacamole into plate and serve with 2 crackers.

 **Selling Points**

Homestyle chunky.

Made with about nine hand-scooped Hass Avocados.

Includes onions, tomatoes, jalapeño and serrano peppers.

Supporting Attachments

No Supporting Attachment found.

Daily Task Checkoff Sheet

Everyday Standards – Event Specialist Checklist

ES Name: _____ Date: _____

- All spices and oils dated and in minimal quantities (30 days)
- Refrigerator cleared and cleaned
- Leftover product retained only if event is **next day and labeled (In and out date)**
- No drinks/K-cups saved for personal use unless approved by club supervisor
- Unopened product that is left over is to be taken upstairs or put in donation box
- Bar Keepers Friend used on all stainless-steel pots and pans.
- Carts cleaned top and bottom storage area.
- Top signs and sneeze guards in good condition and cleaned
- Soufflé cups, napkins, utensils, and plates put away after events
- Soufflé cups, napkins, utensils and plates re-stocked (as needed)
- Cart storage area kept clean; no stools, trash, or paperwork left around
- Appliances stored under carts cleaned inside/out and cords wrapped
- No appliances stored on top of carts
- Stainless polished regularly; sanitizer only on prep surfaces
- All sinks cleaned and polished with stainless steel polish; lime remover as needed
- Ovens & microwaves cleaned inside and out after each use
- Hawk Degreaser used as needed
- No unapproved storage or signs; shelving labeled and organized. (Steel and Kitchen)
- All areas are minimal, clean, organized, labeled, and purposeful
- When in doubt, throw it out
- EDR, Activity Sheet, and this sheet signed and dated
- Event reported on AMP before leaving **NO EXCEPTIONS!!**
- Paperwork turned into basket on prep table.**

Event Specialist Signature: _____

EVENT TABLE ACTIVITY LOG



Date:	ES Name:
THERMOMETER CALIBRATED: Y / N	Event:

SANITIZATION

Note TIME the Cart/Table is Sanitized

(Includes washing hands and changing gloves and must be completed every 30 minutes & as needed)

TIME/TEMP CONTROL: Log HOT Temps 4X daily; Log COLD Temps 2X daily

TIME TEMP	TIME TEMP	TIME TEMP	TIME TEMP	TIME TEMP

Sanitize the thermometer with alcohol wipes after each use

HOLDING TEMPERATURE

HOT HOLDING	At or above 140°F	Use your thermometer to take the temperature of each batch of potentially hazardous food. Always check the temperature of your products before serving. Ensure thermometer is properly calibrated at the start of your shift. Danger zone is any temperature between 41°F and 140°F
COLD HOLDING	At or below 41°F	





- Keep cold foods at 41°F or below
- Keep hot foods at 140°F or above

Internal minimum cooking temp

RAW POULTRY PRODUCTS & GROUND MEAT	Cooking: Min. internal temp. of 170°F
WHOLE, INTACT CUTS OF BEEF, PORK or SEAFOOD	Cooking: Min. internal temp. of 145°F
COMMERCIALY PROCESSED/PACKAGED READY-TO-EAT FOOD	Cooking: Min. internal temp. of 140°F
ALL OTHER PRODUCTS	Cooking: Min. internal temp. of 165°F

Preparation To Go To the Sales Floor

- Tried the Product - ES should know how to respond if they haven't tried or doesn't like the product
- EDR & Manual Printed
- Role Play
 - ✓ Greeting
 - ✓ Price
 - ✓ Attributes
 - ✓ Answering the "have you tried the product" question
 - ✓ Location
 - ✓ Sales Pitch

* By signing you confirm the information listed is correct to the best of your knowledge

Signature: _____

File this form with your daily paperwork

EVENT DETAIL REPORT

Event Scheduled On 12-31-2025

Event Number	Event Name		
617034	12.31-LKD-CF-Orange Juice / Grapefruit / Blood Orange		
Event Date	Event Type	Status	Locked
12-31-2025	Club Choice Company	APPROVED	YES

Item Number	Description	Category
980055288	ORANGE JUICE	PRODUCE AND FLORAL
984150847	BLOOD ORANGE JUICE	PRODUCE AND FLORAL
984150848	GRAPEFRUIT JUICE	PRODUCE AND FLORAL

START: 10:45 AM | ON FLOOR: 11:00 AM | LUNCH: 2:00 PM - 2:30 PM | OFF FLOOR: 5:00 PM |
LEAVE: 5:15 PM

MUST BE SIGNED AND DATED

Scheduled Employee: DIANE CARR

Employee Signature: _____

Date Performed: _____

Supervisor Signature: _____

Orange Juice/2nd Variety Juice Sampling

High Risk

- Hand sink must be located next to demo cart
- Sanitize cart and log on Event Activity Log
- Ensure there is an allergen sign and sneeze guard on cart
- Wash and glove hands; gloves must be worn when serving food. Hands must be washed and re-gloved each time going from raw to cooked items or as needed.
- Use separate cutting boards and utensils for raw and cooked items
- Ensure cooked items reach the minimum temperature noted in the manual using a calibrated thermometer.
- Ensure and log cold food is held below 40°F
- Ensure and log warm food is held above 140°F

Items to be Sampled

Fresh-Squeezed Orange Juice - #980055288

Back Up Items:

Fresh-Squeezed Blood Orange Juice - #984150847

Fresh-Squeezed Grapefruit Juice - #984150848

Item Attribute

100% pure juice, made fresh daily

No added sugars, preservatives, or artificial flavors

Message to Members-Closing the Sale

Prepping/ Sampling Instructions

THIS EVENT MUST BE EXECUTED AT THE JUICER STATION!

Keep juice bottles on ice bath during demo (additional bottles should be left in ice cart or bunker)

Pour juice half way in souffle cups for Members to sample

Make sure samples in souffle cups remain cold. If samples get warm, please throw away and pour fresh samples

Offer Members both varieties of juice

Demo Supply List

Appliance:

Kitchen Supplies:

Ice Bath Bowls

Serving Supplies:

Souffle cups

Napkins

Gloves

Serving Tray

Daily Task Checkoff Sheet

Everyday Standards – Event Specialist Checklist

ES Name: _____ Date: _____

- All spices and oils dated and in minimal quantities (30 days)
- Refrigerator cleared and cleaned
- Leftover product retained only if event is **next day and labeled (In and out date)**
- No drinks/K-cups saved for personal use unless approved by club supervisor
- Unopened product that is left over is to be taken upstairs or put in donation box
- Bar Keepers Friend used on all stainless-steel pots and pans.
- Carts cleaned top and bottom storage area.
- Top signs and sneeze guards in good condition and cleaned
- Soufflé cups, napkins, utensils, and plates put away after events
- Soufflé cups, napkins, utensils and plates re-stocked (as needed)
- Cart storage area kept clean; no stools, trash, or paperwork left around
- Appliances stored under carts cleaned inside/out and cords wrapped
- No appliances stored on top of carts
- Stainless polished regularly; sanitizer only on prep surfaces
- All sinks cleaned and polished with stainless steel polish; lime remover as needed
- Ovens & microwaves cleaned inside and out after each use
- Hawk Degreaser used as needed
- No unapproved storage or signs; shelving labeled and organized. (Steel and Kitchen)
- All areas are minimal, clean, organized, labeled, and purposeful
- When in doubt, throw it out
- EDR, Activity Sheet, and this sheet signed and dated
- Event reported on AMP before leaving **NO EXCEPTIONS!!**
- Paperwork turned into basket on prep table.**

Event Specialist Signature: _____

EVENT TABLE ACTIVITY LOG



Date:	ES Name:
THERMOMETER CALIBRATED: Y / N	Event:

SANITIZATION

Note TIME the Cart/Table is Sanitized

(Includes washing hands and changing gloves and must be completed every 30 minutes & as needed)

TIME/TEMP CONTROL: Log HOT Temps 4X daily; Log COLD Temps 2X daily

TIME TEMP	TIME TEMP	TIME TEMP	TIME TEMP	TIME TEMP

Sanitize the thermometer with alcohol wipes after each use

HOLDING TEMPERATURE

HOT HOLDING	At or above 140°F	Use your thermometer to take the temperature of each batch of potentially hazardous food. Always check the temperature of your products before serving. Ensure thermometer is properly calibrated at the start of your shift. Danger zone is any temperature between 41°F and 140°F
COLD HOLDING	At or below 41°F	



- Keep cold foods at 41°F or below
- Keep hot foods at 140°F or above



- Keep cold foods at 41°F or below
- Keep hot foods at 140°F or above

Internal minimum cooking temp

RAW POULTRY PRODUCTS & GROUND MEAT	Cooking: Min. internal temp. of 170°F
WHOLE, INTACT CUTS OF BEEF, PORK or SEAFOOD	Cooking: Min. internal temp. of 145°F
COMMERCIALY PROCESSED/PACKAGED READY-TO-EAT FOOD	Cooking: Min. internal temp. of 140°F
ALL OTHER PRODUCTS	Cooking: Min. internal temp. of 165°F

Preparation To Go To the Sales Floor

- Tried the Product - ES should know how to respond if they haven't tried or doesn't like the product
- EDR & Manual Printed
- Role Play
 - ✓ Greeting
 - ✓ Price
 - ✓ Attributes
 - ✓ Answering the "have you tried the product" question
 - ✓ Location
 - ✓ Sales Pitch

* By signing you confirm the information listed is correct to the best of your knowledge

Signature: _____

File this form with your daily paperwork

EVENT DETAIL REPORT

Event Scheduled On 12-31-2025

Event Number	Event Name		
617029	12.31-LKD-CF-Pecan Loaf / MM Honey		
Event Date	Event Type	Status	Locked
12-31-2025	Club Choice Company	APPROVED	YES

Item Number	Description	Category
984279433	BANANA PECAN LOAF	BAKERY PI
990098814	MM PURE HONEY	CEREAL-BARS-SPREADS

START: 10:45 AM | ON FLOOR: 11:00 AM | LUNCH: 2:30 PM - 3:00 PM | OFF FLOOR: 5:00 PM | LEAVE: 5:15 PM

MUST BE SIGNED AND DATED

Scheduled Employee: ROBI DUNFEE

Employee Signature: _____

Date Performed: _____

Supervisor Signature: _____

MM Caramelized Banana Loaf / MM Honey

Med Risk - Heated or Chilled Items	<ul style="list-style-type: none">• Hand sink within 25 feet of cart• Sanitize cart and log on Event Activity Log• Ensure there is an allergen sign and sneeze guard on cart• Wash and glove hands; gloves must be worn when serving food. Wash hands and change gloves as needed.• If using a knife, utilize a cutting glove• Temp and log all ready-to-serve hot items to proper temperature of 165°F or as noted on packaging• Temp and log cold food is held below 40°F; ensure and log warm food is held above 140°F
Items & Item #	
MM Caramelized Banana Loaf / MM Honey	984279433 / 990098814
Item Attributes	
	<p>Banana Loaf: We've taken all the goodness of bananas foster and created a more convenient treat with our new artisan loaf. Starting with a classic banana loaf recipe, we've added caramel and a touch of vanilla to deliver an indulgent, fruit-filled experience. Freshly baked in club with no artificial colors or flavors. Flavored with real banana puree. Topped with nuts.</p> <p>Sourced from the blossoms of wildflowers scattered across the lush meadows of the United States, Canada, and Argentina, this honey is a testament to the beauty of nature. The golden amber color of the honey is as inviting as its taste, promising a sweet treat with every spoonful.</p>
Prepping/ Cooking	
	Cut loaf into 2 bite portions. Warm pieces in microwave for 15 seconds. Drizzle with honey
Demo Instructions	
	Serve portion of banana loaf on a plate
Backup Item, Item # & Demo Info	
MM Crescent Roll	990361778
Ready-to-bake dough for 32 delicious homemade-tasting rolls. No artificial flavors 100 calories per serving	<ol style="list-style-type: none">1. Heat oven to 350°F.2. Unroll and separate the dough into 8 triangles.3. Roll loosely, starting at the wide end.4. Place rolls on an ungreased baking sheet, then curve each roll into a crescent shape.5. Bake 8-10 minutes or until golden brown.6. Cut each crescent into thirds.

Daily Task Checkoff Sheet

Everyday Standards – Event Specialist Checklist

ES Name: _____ Date: _____

- All spices and oils dated and in minimal quantities (30 days)
- Refrigerator cleared and cleaned
- Leftover product retained only if event is **next day and labeled (In and out date)**
- No drinks/K-cups saved for personal use unless approved by club supervisor
- Unopened product that is left over is to be taken upstairs or put in donation box
- Bar Keepers Friend used on all stainless-steel pots and pans.
- Carts cleaned top and bottom storage area.
- Top signs and sneeze guards in good condition and cleaned
- Soufflé cups, napkins, utensils, and plates put away after events
- Soufflé cups, napkins, utensils and plates re-stocked (as needed)
- Cart storage area kept clean; no stools, trash, or paperwork left around
- Appliances stored under carts cleaned inside/out and cords wrapped
- No appliances stored on top of carts
- Stainless polished regularly; sanitizer only on prep surfaces
- All sinks cleaned and polished with stainless steel polish; lime remover as needed
- Ovens & microwaves cleaned inside and out after each use
- Hawk Degreaser used as needed
- No unapproved storage or signs; shelving labeled and organized. (Steel and Kitchen)
- All areas are minimal, clean, organized, labeled, and purposeful
- When in doubt, throw it out
- EDR, Activity Sheet, and this sheet signed and dated
- Event reported on AMP before leaving **NO EXCEPTIONS!!**
- Paperwork turned into basket on prep table.**

Event Specialist Signature: _____

EVENT TABLE ACTIVITY LOG



Date:	ES Name:
THERMOMETER CALIBRATED: Y / N	Event:

SANITIZATION

Note TIME the Cart/Table is Sanitized

(Includes washing hands and changing gloves and must be completed every 30 minutes & as needed)

TIME/TEMP CONTROL: Log HOT Temps 4X daily; Log COLD Temps 2X daily

TIME TEMP	TIME TEMP	TIME TEMP	TIME TEMP	TIME TEMP

Sanitize the thermometer with alcohol wipes after each use

HOLDING TEMPERATURE

HOT HOLDING	At or above 140°F	Use your thermometer to take the temperature of each batch of potentially hazardous food. Always check the temperature of your products before serving. Ensure thermometer is properly calibrated at the start of your shift. Danger zone is any temperature between 41°F and 140°F
COLD HOLDING	At or below 41°F	




- Keep cold foods at 41°F or below
- Keep hot foods at 140°F or above

Internal minimum cooking temp

RAW POULTRY PRODUCTS & GROUND MEAT	Cooking: Min. internal temp. of 170°F
WHOLE, INTACT CUTS OF BEEF, PORK or SEAFOOD	Cooking: Min. internal temp. of 145°F
COMMERCIALY PROCESSED/PACKAGED READY-TO-EAT FOOD	Cooking: Min. internal temp. of 140°F
ALL OTHER PRODUCTS	Cooking: Min. internal temp. of 165°F

Preparation To Go To the Sales Floor

- Tried the Product - ES should know how to respond if they haven't tried or doesn't like the product
- EDR & Manual Printed
- Role Play
 - ✓ Greeting
 - ✓ Price
 - ✓ Attributes
 - ✓ Answering the "have you tried the product" question
 - ✓ Location
 - ✓ Sales Pitch

* By signing you confirm the information listed is correct to the best of your knowledge

Signature: _____

File this form with your daily paperwork

EVENT DETAIL REPORT

Event Scheduled On 12-31-2025

Event Number	Event Name		
619197	12.31-LKD-Schuman-Parm Wedge/Crunchmaster		
Event Date	Event Type	Status	Locked
12-31-2025	Holiday Pairing	APPROVED	YES

Item Number	Description	Category
467584	MM PARM REG WEDGE	DELI PI
980351225	5 SEED MULTIGRAIN	SNACKS
990003201	MM JAL/GARLIC OLIVE	CAN PROTEIN-CONDIMENTS-PASTA

START: 10:15 AM | ON FLOOR: 10:30 AM | LUNCH: 1:30 PM - 2:00 PM | OFF FLOOR: 4:30 PM |
LEAVE: 4:45 PM

MUST BE SIGNED AND DATED

Scheduled Employee: CAROLYN MANN

Employee Signature: _____

Date Performed: _____

Supervisor Signature: _____

Crunchmaster Cracker / MM Parm Regg Wedge / MM Jalapeno & Garlic Olives

Medium Risk

- Hand sink within 25 feet of cart
- Sanitize cart and log on Event Activity Log
- Ensure there is an allergen sign and sneeze guard on cart
- Wash and glove hands; gloves must be worn when serving food. Wash hands and change gloves as needed.
- If using a knife, utilize a cutting glove
- Temp and log all ready-to-serve hot items to proper temperature of 165°F or as noted on packaging
- Temp and log cold food is held below 40°F; ensure and log warm food is held above 140°F

□

Items to be Sampled

5 seed multigrain cracker - 980351225

MM Parm Regg Wedge - 4675849

MM Jalapeno & Garlic stuffed Olive - 990003201

Message to Members-Closing the Sale

5 Seed Multi Grain Cracker

Two 10 oz. bags of multi-grain crackers made with olive oil, sesame, amaranth, flax, chia and quinoa

50% less fat than potato chips

54% less sodium than the leading national brand cracker

Excellent source of ALA Omega-3

MM Parmigiano Reggiano Wedge

Sharp nutty flavored Parmesan cheese

Comes in slab which can be shredded or cubed

Aged at least 24 months

Made with rBST-free milk

MM Jalapeno & Garlic stuffed Olive

Imported Olives from Halkidiki, Greece

Hand-stuffed with jalapenos and garlic

Full of flavor but not too spicy

Prepping/ Cooking Instructions

Cut cheese into bite sized pieces and place on cracker and serve on a paper plate with a napkin.

Demo Supply List

Appliance:

Kitchen Supplies:

Cutting Board

Cutting Glove

Serving Spoon

Knives

Serving Supplies:

Napkins

Paper Plates

Daily Task Checkoff Sheet

Everyday Standards – Event Specialist Checklist

ES Name: _____ Date: _____

- All spices and oils dated and in minimal quantities (30 days)
- Refrigerator cleared and cleaned
- Leftover product retained only if event is **next day and labeled (In and out date)**
- No drinks/K-cups saved for personal use unless approved by club supervisor
- Unopened product that is left over is to be taken upstairs or put in donation box
- Bar Keepers Friend used on all stainless-steel pots and pans.
- Carts cleaned top and bottom storage area.
- Top signs and sneeze guards in good condition and cleaned
- Soufflé cups, napkins, utensils, and plates put away after events
- Soufflé cups, napkins, utensils and plates re-stocked (as needed)
- Cart storage area kept clean; no stools, trash, or paperwork left around
- Appliances stored under carts cleaned inside/out and cords wrapped
- No appliances stored on top of carts
- Stainless polished regularly; sanitizer only on prep surfaces
- All sinks cleaned and polished with stainless steel polish; lime remover as needed
- Ovens & microwaves cleaned inside and out after each use
- Hawk Degreaser used as needed
- No unapproved storage or signs; shelving labeled and organized. (Steel and Kitchen)
- All areas are minimal, clean, organized, labeled, and purposeful
- When in doubt, throw it out
- EDR, Activity Sheet, and this sheet signed and dated
- Event reported on AMP before leaving **NO EXCEPTIONS!!**
- Paperwork turned into basket on prep table.**

Event Specialist Signature: _____

EVENT TABLE ACTIVITY LOG



Date:	ES Name:
THERMOMETER CALIBRATED: Y / N	Event:

SANITIZATION

Note TIME the Cart/Table is Sanitized

(Includes washing hands and changing gloves and must be completed every 30 minutes & as needed)

TIME/TEMP CONTROL: Log HOT Temps 4X daily; Log COLD Temps 2X daily

TIME TEMP	TIME TEMP	TIME TEMP	TIME TEMP	TIME TEMP

Sanitize the thermometer with alcohol wipes after each use

HOLDING TEMPERATURE

HOT HOLDING	At or above 140°F	Use your thermometer to take the temperature of each batch of potentially hazardous food. Always check the temperature of your products before serving. Ensure thermometer is properly calibrated at the start of your shift. Danger zone is any temperature between 41°F and 140°F
COLD HOLDING	At or below 41°F	




- Keep cold foods at 41°F or below
- Keep hot foods at 140°F or above

Internal minimum cooking temp

RAW POULTRY PRODUCTS & GROUND MEAT	Cooking: Min. internal temp. of 170°F
WHOLE, INTACT CUTS OF BEEF, PORK or SEAFOOD	Cooking: Min. internal temp. of 145°F
COMMERCIALY PROCESSED/PACKAGED READY-TO-EAT FOOD	Cooking: Min. internal temp. of 140°F
ALL OTHER PRODUCTS	Cooking: Min. internal temp. of 165°F

Preparation To Go To the Sales Floor

- Tried the Product - ES should know how to respond if they haven't tried or doesn't like the product
- EDR & Manual Printed
- Role Play
 - ✓ Greeting
 - ✓ Price
 - ✓ Attributes
 - ✓ Answering the "have you tried the product" question
 - ✓ Location
 - ✓ Sales Pitch

* By signing you confirm the information listed is correct to the best of your knowledge

Signature: _____

File this form with your daily paperwork

Club Supervisor Citrus Fruit Juicer Compliance

Date:	Club:		
Opening ES Name (Printed):	CS (Printed):		
Opening ES Signature:	CS Signature:		
Closing ES Name (Printed):			
Closing ES Signature:			

Place Check in Box

Supply Check	Yes	No	Corrective Action
Victory Wash/Produce Maxx Station Installed **			
Victory Wash/Produce Maxx Chemical Available **			
Chemical Test Strips Available **			
Pre-printed Labels Available **			
Garvey Gun (date label gun) & Labels Available **			
Juice Bottles On Hand			
Crates of Fruit On Hand			
Equipment Sanitation	Yes	No	Corrective Action
Machine previously cleaned and sanitized (nightly)			
Upper and lower cups soaked in HAWK degreaser mixed with hot water for a full 30 minutes. Soaked the Juice Manifold, Strainer Tube, Spanner Nuts, Spanner Screw, Spanner Tool, Orifice Tube and Juice Nozzle in HAWK degreaser and water			
Sanitizer used to wipe down the exterior of machine prior to execution			
Washing Citrus Juicing Fruit	Yes	No	Corrective Action
Fruit inspected for quality (no visible punctures, abrasions, contaminate)			
Victory Wash/Produce Maxx solution concentration tested using test strips. Victory wash confirmed at reading of 40-80ppm or Produce Maxx confirmed at reading of 30-60ppm.			
Fruits sanitized in Victory Wash/Produce Maxx solution for a minimum of 90 seconds			
Pallet placed in refrigeration (holding temperature <41F) for a minimum of 4 hours prior to juicing			
On Floor Production	Yes	No	Corrective Action
Juice containers filled to fill line as outlined in Juicer Playbook			
Safety seal in place on all sale units			
Filled juice bottles kept on ice/refrigeration to maintain temperature below 41F			
Label	Yes	No	Corrective Action
Juice label affixed to all sale units			
Non-Pasteurization warning label visible			
"Produced On" & "Expires On" dates applied by Garvey Gun are accurate and clearly visible (5 day shelf life)			
Inventory	Yes	No	Corrective Action
Number of fruit crates used scanned out via MC40 nightly	QTY		

Comments:

Form Updated: 4/8/2024

** If NO - Please contact your supervisor immediately and discontinue juicing program for the day.
Note: This form must be retained in Tastes and Tips filing cabinet for a minimum of 2 years.

TYPE OF JUICE	NUMBER OF THROWS	BOTTLES PRODUCED	BOTTLES SAMPLED	CASES JUICED	EOD CASES OF FRUIT	CASES OF EMPTY BOTTLES
ORANGE						
CARA CARA						
BLOOD						
GRAPEFRUIT						
LEMON						
LIME						

Juicer Closing Checklist

Everyday Standards – Juicer Cleaning & Closing

Employee Name: _____ Date: _____

CRITICAL SAFETY WARNINGS

- Gloves must be worn during the entire process.
- Non-pasteurized juice presents a bacteria risk if steps are skipped.
- Lower cup blade is extremely sharp – red safety cap required before handling.

Phase 1 – Initial Disassembly (At Station)

- Put on single-use gloves
- Turn machine OFF
- Unplug machine from outlet
- Prepare cart or tray for part transport
- Drain juice reservoir completely
- Remove juice reservoir
- Remove juice nozzle (turn upward first, then counter-clockwise)
- Remove splash shield
- Wipe loose fruit from machine interior
- Loosen components using spanner tool (bottom to top)
- Support and remove upper cup
- Remove upper cup pin
- Remove and contain spanner nuts
- Remove lower cup (hold by outside only)
- Place red safety cap on blade immediately
- Remove spanner screw
- Remove juice manifold
- Remove strainer/orifice assembly
- Transport all parts to Triple Sink

Phase 2 – Wash, Rinse, Sanitize (Triple Sink)

- Ensure triple sink is clean and clear
- Place clean plastic tub on stainless cart/table
- Rinse loose pulp from upper cup
- Rinse loose pulp from lower cup
- Scrub upper cup crevices until clean
- Scrub lower cup crevices until clean
- Place upper cup in HAWK soak (1:9 hot water, max 15 minutes)
- Place lower cup in HAWK soak (1:9 hot water, max 15 minutes)
- Separate orifice tube from strainer tube
- Soak tubes in cold water if stuck
- Scrub strainer tube exterior
- Scrub orifice tube interior
- Wash all parts in Bay 1
- Rinse all parts in Bay 2

- Sanitize all parts in Bay 3 (90 seconds)

Final HAWK Soak (10–15 Minutes)

- Prepare clean tub with hot water and HAWK degreaser
- Place juice manifold in soak
- Place strainer tube in soak
- Place orifice tube in soak
- Place spanner nuts in soak
- Place spanner screw in soak
- Place spanner tool in soak
- Place juice nozzle in soak

Overnight Storage

- Rinse, sanitize, and rack-dry upper cup
- Rinse, sanitize, and rack-dry lower cup
- Place juice reservoir upside down in HAWK soak overnight
- Leave juice manifold soaking overnight
- Leave stirrer handle soaking overnight
- Leave strainer tube soaking overnight
- Leave orifice clean-out rod soaking overnight
- Rinse, sanitize, and dry spanner items after soak

Phase 3 – Machine Cleaning

- Unlock machine wheels
- Move machine to designated cleaning area
- Lock wheels in place
- Remove waste container
- Empty waste container
- Lightly rinse interior (avoid electrical components)
- Scrub interior walls downward
- Spray interior with HAWK solution (1:9)
- Allow machine to soak for 15–20 minutes
- Rinse machine interior
- Detail-clean crevices
- Wipe machine completely dry
- Clean hopper surfaces
- Wash, rinse, sanitize waste container
- Wash, rinse, sanitize inner cabinet

Phase 4 – Final Area Cleanup

- Return juicer to Electrical Storage
- Mop cleaning area floor
- Squeegee water into floor drain
- Clean floor drain trap
- Replace drain trap and cover

Employee Signature: _____ Date: _____