

# Specialty Food Retail Audit Checklist

Date:

Store Name/Location:

Auditor:

## 1. Store Exterior & Entry

Item	Compliant	Non-Compliant	N/A	Remarks
Exterior Signage Clean & Visible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>
Entrance Clean & Accessible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>

## 2. Cleanliness & Organization

Item	Compliant	Non-Compliant	N/A	Remarks
Floors Clean & Free of Hazards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>
Shelves Well-Organized & Stocked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>

## 3. Food Safety

Item	Compliant	Non-Compliant	N/A	Remarks
Perishable Items Properly Refrigerated	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>
Product Expiry Dates Checked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>

## 4. Staff & Customer Service

Item	Compliant	Non-Compliant	N/A	Remarks
Staff Uniform/Cleanliness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>
Friendly & Helpful Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<div></div>

5. Additional Comments