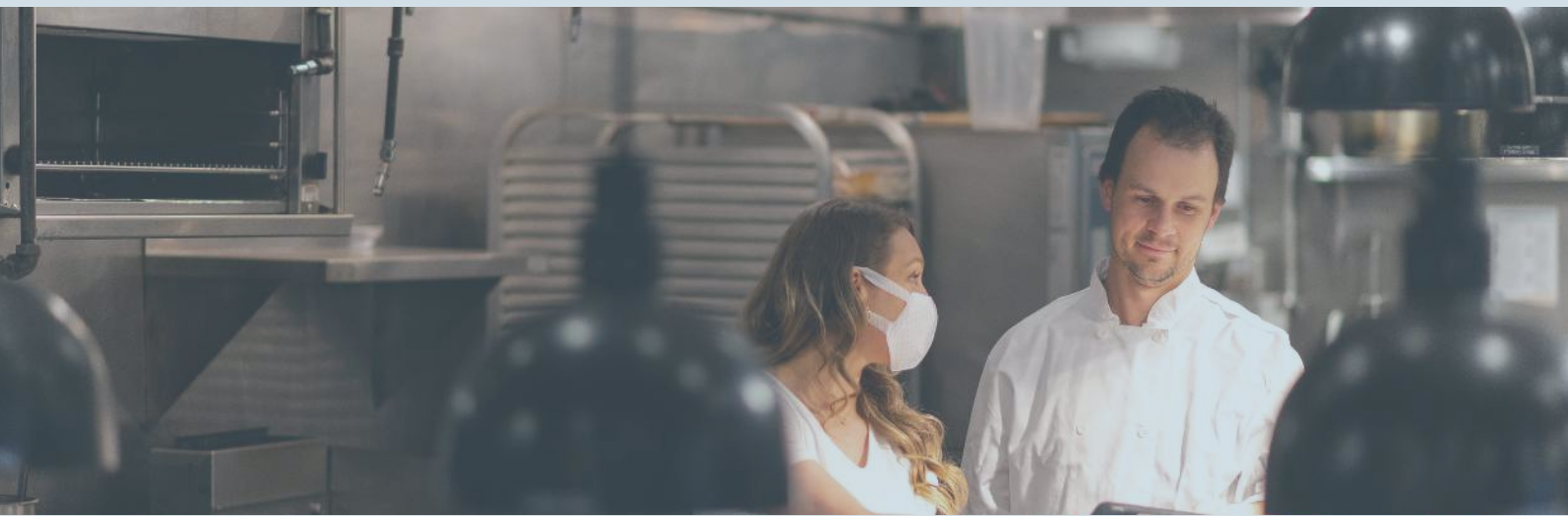




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Reopening Checklist

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Are you ready to re open?

- Could you update your technology stack? Integrate mobile order and pay solutions into your existing ePOS software, allowing customers to order and pay for their food and drinks straight from a mobile app. This better facilitates social distancing, as well as speeding up service and reducing queues and crowding at the bar.
- Review your menu and prices. Make sure that these adjustments are implemented in your cash register system. Before you reopen, run a food cost calculation so you know what to expect during the first few months back in business.
- Check your hardware (cash register, printers, kitchen screens, handhelds etc) are in working order and connecting to the internet. Try entering a test order to verify that the system works and that your payment software and other integrations are still working with your ePOS. Check you have you put the right VAT rates on your tills?
- Go contactless? Reduce the risk of infection through physical contact. Implementing integrated payment solutions and paperless payments to your existing technology stack is not only safer but it also allows for quicker processing of customer purchases.
- Workforce management? Have you decided which staff will be left on furlough (If any)? Have those on payroll taken all the holiday they can (while still on furlough)? Have you ensured all staff wages are above the new minimum wage?
- Have you submitted all possible grant applications? Have you took advantage of all government support schemes offered?

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Don't forget...

- Restock your food inventory to make sure your restaurant is well stocked to handle reopening. You should not be using anything that you were storing before the lockdown. Check all the use by dates and ensure stock is stored correctly.
- Acquire personal protective equipment (PPE). Supply your employees with PPE (masks and gloves) before reopening. Ensure disposal of PPE is in a closed container separate from other waste collection.
- Optimise your reservation system by using time slots in your reservation system to stagger tables, avoid overcrowding and to ensure you do not exceed government restrictions.
- Adjust your floor plan to ensure social distancing. Update the floor plan in your ePOS so you can keep track of your new layout.
- Have you thought about increasing revenue streams though reviewing and adapting your menu for delivery? You would need to set up a workflow between your kitchen and couriers.
- Get ready to reopen, communicate with your customers and tell the world you are now open