

## STORAGE & PUT-AWAY CHECKLIST

### GENERAL CONSIDERATIONS

- ▶ LIFESTYLE [ENTERTAINING, SMALL CHILDREN, ELDERLY, ETC.]
- ▶ COOKING STYLE [ACCOMMODATE INDIVIDUALITY & ETHNIC VARIETIES]
- ▶ SPECIAL NEEDS [BARRIER FREE ETC.]
- ▶ COUNTER TOP HEIGHT
- ▶ ISLAND HEIGHT
- ▶ WALL CABINET HEIGHT
- ▶ CLEARANCE BETWEEN COUNTER TOPS & WALL CABINETS
- ▶ ISLAND SEATING
- ▶ TRAFFIC IN & THROUGH KITCHEN
- ▶ VIEWS OUTSIDE & INTO OTHER ROOMS
- ▶ COUNTER TOP LIGHTING
- ▶ LIGHTING IN CEILING + ISLAND
- ▶ PET FOOD & WATER BOWLS

### SETTING & CLEAN-UP

- ▶ MUGS & GLASSES
- ▶ BOWLS
- ▶ PLATES
- ▶ SERVING BOWLS
- ▶ SERVING TRAYS
- ▶ STAINLESS SILVERWARE DIVIDERS [EVERY-DAY]
- ▶ SERVING DISHES, UTENSILS
- ▶ TRIVETS
- ▶ PAPER TOWELS
- ▶ WASTE PULL-OUT
- ▶ RECYCLING PULL-OUT

### SINK BASE

- ▶ DETERGENT FOR DW
- ▶ PULL-OUT BIN FOR:
  - ▶ DISH SOAP
  - ▶ SCOURING PADS
  - ▶ SINK DRAIN PLUG
  - ▶ BAKING SODA & VINEGAR
- ▶ WATERPROOF P-LAM. CABINET CARCASE
- ▶ BOTTOM MAT, NON-SLIP [HAFELE # 547.90.COLOR]

### EVERY-DAY

- ▶ CEREAL
- ▶ GRANOLA
- ▶ NUTS & RAISINS
- ▶ BREAD
- ▶ CRACKERS
- ▶ CHIPS
- ▶ CANDY
- ▶ BUTTER, HONEY, SUGAR, ETC.
- ▶ TOWELS & WASH CLOTHS [TOP DRAWER]
- ▶ MISC. ITEMS DRAWER [PEN, PAPER, SCISSORS, CLIPS, RUBBER BANDS, TAPE, ETC.]



## STORAGE & PUT-AWAY CHECKLIST

### CASUAL-SOCIAL & CONVENIENCE

- ▶ COFFEE, TEA
- ▶ HONEY, SWEETENERS
- ▶ COASTERS
- ▶ MUGS & SAUCERS
- ▶ TEA SPOONS

### PUT-AWAY

- ▶ DISHES & BOWLS
- ▶ SMALL PLATES
- ▶ GLASSES & MUGS
- ▶ LARGE TUPPERWARE® PICNIC-ITEMS
- ▶ SERVING PLATTERS & TRAYS
- ▶ TRAYS-BAKING
- ▶ NAPKINS
- ▶ BOTTLE OPENERS & STOPPERS
- ▶ PAPER, PENS, CLIPS
- ▶ HOT PADS
- ▶ THIN DRAWER FOR KNIVES [TO LAY FLAT]
- ▶ KNIVES MAGNET OR HOLDER
- ▶ UTENSILS, SPATULAS, PANCAKE FLIPPER, THERMOMETER, SCISSORS  
ROLLING PIN, POTATO MASHER, ETC.
- ▶ POTS & PANS
- ▶ LIDS
- ▶ ROASTER PAN
- ▶ MIXING BOWLS
- ▶ GRATERS, MORTAR & PESTLE
- ▶ PAPER BAGS
- ▶ PLASTIC BAGS
- ▶ CANDLES & MATCHES
- ▶ OPEN SHELVES

### FOOD

- ▶ CEREAL & GRANOLA
- ▶ SNACKS & CHIPS
- ▶ CRACKERS
- ▶ RICE, PASTA
- ▶ BEANS
- ▶ CANNED GOODS
- ▶ DRY GOODS
- ▶ FLOUR
- ▶ SUGAR & BAKING GOODS
- ▶ CANNED FISH
- ▶ SUN DRIED TOMATOES
- ▶ OIL CRUETS + SEMI-BULK
- ▶ SPICES
- ▶ BUTTER
- ▶ CANDY
- ▶ LIQUOR & WINE



## STORAGE & PUT-AWAY CHECKLIST

### BAKING AREA & FOOD PREP

- ▶ COUNTER TOP SPACE
- ▶ SINK, WASTE, DISPOSAL, COMPOST
- ▶ CUTTING BOARD(S)
- ▶ KNIVES

### PANTRY BULK STORAGE

- ▶ CANNED GOODS
- ▶ PICKLES & CONDIMENTS
- ▶ FLOUR & BAKING
- ▶ CEREAL & GRANOLA
- ▶ NUTS & RAISINS
- ▶ CRACKERS & CHIPS
- ▶ BREAD
- ▶ SNACKS, COOKIES, CANDY
- ▶ TEA / COFFEE
- ▶ WATER BOTTLES
- ▶ JUICES
- ▶ RICE, PASTA
- ▶ OILS
- ▶ BULK SPICES
- ▶ POTATOES & ONIONS
- ▶ PLASTIC & ALUMINUM WRAP + ZIP-LOCK BAGS
- ▶ TRASH BAGS
- ▶ RECYCLE BIN
- ▶ JUICER
- ▶ COOKING WINE & SHERRY
- ▶ PET FOOD-BULK

### CONTAINERS & STORAGE

- ▶ GLASS-PANS DRAWER [CORNING WARE®]
- ▶ PLASTIC STORAGE CONTAINERS + LIDS [RUBBERMAID®,-TUPPERWARE®]
- ▶ PLASTIC WRAP
- ▶ ALUMINUM FOIL
- ▶ ZIP-LOCK® BAGS, ETC.
- ▶ PAPER BAGS

### INSERTS

- ▶ DRAWER DIVIDERS [CUSTOM OR MODULAR UNITS]
- ▶ PLATES [CUSTOM DIVIDERS OR HAFELE PEG-BOARD BOTTOM & VERTICAL POSTS]
- ▶ GLASSES [CUSTOM DIVIDERS OR HAFELE PEG-BOARD BOTTOM & VERTICAL SLABS]
- ▶ WASTE & RECYCLE BIN PULL-OUTS
- ▶ VERTICAL GLASS-PAN LID STORAGE
- ▶ VERTICAL BAKING-TRAY STORAGE
- ▶ PANTRY CABINET SWING / PULL-OUT
- ▶ DRAWER BOTTOM MAT, NON-SLIP [HAFELE # 547.90.COLOR]
- ▶ ADJUSTABLE SHELVES
- ▶ ROLL-OUT-SHELVES
- ▶ KIDNEY CORNER UNIT: HAFELE "LEMANS"
- ▶ LAZY SUSAN CORNER



## STORAGE & PUT-AWAY CHECKLIST

### APPLIANCES

- ▶ COOKTOP
- ▶ EXHAUST HOOD OR DOWN-DRAFT
- ▶ RANGE
- ▶ OVENS-WALL [SINGLE OR DOUBLE]
- ▶ CONVECTION OVEN
- ▶ MICROWAVE
- ▶ PIZZA OVEN
- ▶ WARMING DRAWER
- ▶ ESPRESSO MAKER
- ▶ REFRIGERATOR
- ▶ REFRIGERATOR DRAWERS
- ▶ FREEZER
- ▶ FREEZER DRAWERS
- ▶ WINE FRIDGE
- ▶ DISHWASHER(S)
- ▶ ICE MAKER
- ▶ TRASH COMPACTOR
- ▶ TV

### APPLIANCES: PORTABLE-SMALL

- ▶ COFFEE MAKER
- ▶ TOASTER
- ▶ MIXER [KITCHEN AID®]
- ▶ FOOD PROCESSOR
- ▶ HANDHELD MIXER
- ▶ SPICE GRINDER
- ▶ BREAD MAKER
- ▶ PASTA MAKER

### PLUMBING FIXTURES

- ▶ SINK-MAIN [@ CLEANUP]
- ▶ SINK-ISLAND [@ FOOD PREP]
- ▶ FAUCETS & STRAINERS
- ▶ POT FILLER FAUCET
- ▶ DISPOSAL
- ▶ COUNTER-TOP DISPOSAL SWITCH

### ADDITIONAL CONSIDERATIONS

- ▶ FRESH & PERISHABLE FOOD
- ▶ FROZEN FOOD
- ▶
- ▶
- ▶
- ▶
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- ▶

