

### EXTERIOR

tick if acceptable

- Fascia to be clean and in good order
- Windows to be clean and uncluttered
- Manufacturers' advertising removed from windows
- All posters and adverts up to date
- Door and window frames painted / in good condition
- Clean and clear forecourt
- Litter bins in place
- Clear signage
- Front door of shop easy to open
- Parking easy as possible

### INTERIOR

- Walls and ceiling to be in good decorative order
  - Clean door mat
  - Staff smartly dressed, ideally in uniform with name badges
  - Floor to be clean and in good condition
  - Aisles not obstructed by excess stock
  - Lighting adequate, with all fittings working
  - All areas of shop to comply with H&S regulations
  - Compliance with DDA legislation
  - All equipment to be in good working order
  - All aspects of shop to comply with food hygiene regulations
  - Stock rotated and in date
  - Stock well merchandised with clear pricing
  - Temperature of shop controlled, ideally via air-conditioning
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