

Daily Pump Islands Checklist

- Fill paper towel holders
- Fill windshield cleaning fluid
- Clean all squeegees and put them in place
- Empty all trash receptacles
- Place trash receptacles at every island
- Make sure that all fueling positions are working
- Check that pumps produce receipts for credit card purchases
- Wipe pumps down. Rotate through each location so that one pump a day receives a top-to-bottom cleaning. Don't forget to clean nozzles, splash guards and hoses
- Clean up any oil and fuel spills immediately
- Sweep entire area
- Check that pump toppers are up-to-date
- Every week, check that all displays and lights are operational

Comments: _____

