

MUST BE COMPLETED PRIOR TO OPENING Full Name of Manager: Nature of Operation: Operation Level: LOW / (Refer to additional Risk Assessments): Number of SIA Door Staff: 19 1000 Estimated Attendance: Signed: Please tick & sign completed during Open Process/Unit Checks: CCTV recording Fire and Security Checks completed Level of ID Check in place as required Searching policy Level in place as required Use of drinking vessels level in place as required Dispersal Policy Considered for shift end & perimeter Tenshi Pre Open SE License Checks complete if required SIA Door Staff Present as required & inducted, badges on show All duty staff have required Alcohol Training (See License) as required When all complete: I (the person named and signed below) have completed the operational checks: Print Name: Oreta Sinavicinte Date: 31/12/2021 Signed DPS Reviewed if remired:

Signed:

Print Name:



Full Name of Manager: Orda Sinaviciate Day: Saturday
Nature of Operation: Night lub Date: 01/01/202
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: 800 Number of SIA Door Staff: 11
Signed:
Please tick & sign completed during Open Process/Unit Checks:
Scotty recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Print Name: Grun Sinovicinte Date: 01/01/2022
DPS Revi <u>ewed if requir</u> ed:
_ Print Name: AS Date: Date: Date:



Full Name of Manager: Calla Sivaricinte Day: Sunday
Nature of Operation: Nightclub Date: 02/01/202
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: 800 Number of SIA Door Staff: 11
Signed:
Please tick & sign completed during Open Process/Unit Checks:
♂CCTV recording
Fire and Security Checks completed
✓ Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required — N/A
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
_ Print Name: Great Sinaricinte Date: 02/01/2072
DPS Reviewed if required:
_ Print Name: APS Date: Date:

WE 02101/2022 OPENING SAT SUN FULLY disable building alarm (Including Tenshi) Turn outside lights on Disable & mute fire alarm Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces one digitate of the of defect Unlock corner door (door 2) with key - leave bolts on Staff testing completed and sanitisers available in key areas ATM ready Check emails for any necessary information for the day Print out / prepare all Dally Sheets (Bar checklists, Toilet Checks allocations, etc.) Ensure A/Cs and extractors is on Tills on with correct prices loaded Bars set up and ready Tables and chairs wiped down and in correct layout ALL toilets checked for cleanliness, soap, toilet tissue VIPs set up (halos on, signs, buckets), check for bookings neck CCTV is working&recording Smoking gate shut and door 1 locked EXIT signs stuck on windows (by door 1) Turn clubroom tablet on, rig AFTER Fruit/boxing machines ON Rope by Door 1 stairs on with correct sign Club lights ON, house lights OFF Main room rig, laptop, extension lead and projectors on Check all TVs are on everwhere Manager's signature; CLOSING FRI SAT ISUN Corner door (Door 2) locked with a key Check roof access is locked Outside lights OFF Fruit/boxing machines OFF eck bars with supervisor to ensure close-down is satisfactory ALL PDQ machines and Halos on charge Ensure A/Cs & extractors is OFF (all rooms!) All spirit rooms and cellars locked All switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECK!), locked & chained if necessary Staff room light OFF Tablets, laptop, projectors shut down correctly 1 Upstairs & downstairs ngs OFF!!!!! Blue smoking bins hidden behind the fence All swithes from the main swich panel OFF Office lights and screeens OFF, door locked with a key Re-enable fire alarm Ensure alarm is correctly armed, lock door 1 from outside... Manager's signature:

Managers Nightly Opening/Closing Checklist



Full Name of Manager: Gala Sinavicinte Day: Friday
Nature of Operation: Nightalub Date: 07/01/2022
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance:
Signed:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Ø Fire and Security Checks completed
O Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete: I (the person named and signed below) have completed the operational checks:
Signed Print Name: Green Singuicial Date: 07/01/2072
DPS Reviewed if required:
Signed: Date: 070122



Full Name of Manager: Grea Simovicinte Day: Saturday
Full Name of Manager: Grea Simulainte Day: Saturday Nature of Operation: Nightchilb Date: 08/01/2022
Operation Level: LOW / (MEDIUM) / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: 1000 Number of SIA Door Staff: 14
Signed:
Please tick & sign completed during Open Process/Unit Checks:
⊗CCTV recording .
Fire and Security Checks completed
Devel of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Olspersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
(the person named and signed below) have completed the operational checks:
Print Name: Grea Singuiciate Date: 08/01/2022
DPS Reviewed If required:
Print Name: APS Date: 080122

09/01/2022 Week: WIE Managers Nightly Opening/Closing Checklist E EN CESURE DE LA COMPANION DE FRI SAT SUN FULLY disable building alarm (including Tenshi) Turn outside lights on J Disable & mute fire alarm Turn all applicable switches on (including Tenshi) v Fill out relevant for trading RA J Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces are dry, safe & free of defect Unlock corner door (door 2) with key - leave boits on Staff testing completed and sanitisers available in key areas J ATM ready Check emails for any necessary information for the day Print out / prepare all Daily Sheets (Bar checklists, Toilet Checks, V allocations, etc.) Ensure A/Cs and extractors is on Tills on with correct prices loaded v Bars set up and ready Tables and chairs wiped down and in correct layout ALL toilets checked for cleanliness, soap, toilet tissue v 's set up (halos on, signs, buckets), check for bookings Check CCTV is working&recording Smoking gate shut and door 1 locked EXIT signs stuck on windows (by door 1) V Turn clubroom tablet on, rig AFTER Fruit/boxing machines ON Rope by Door 1 stairs on with correct sign Club lights ON, house lights OFF Main room rig, laptop, extension lead and projectors on Check all TVs are on everywhere Manager's signature: ATTACHUS SECTIONING SAT SUN FRI Corner door (Door 2) locked with a key Check roof access is locked Outside lights OFF ~it/boxing machines OFF Cneck bars with supervisor to ensure close-down is satisfactory ALL PDO machines and Halos on charge

ALL PDQ machines and Halos on charge			
Ensure A/Cs & extractors is OFF (all rooms!)	1		
All spirit rooms and cellars locked			
All switches OFF in Tenshi (tablet off first!)	7		
Check washroom and kitchen - taps, lights, etc OFF	7		
EXIT signs taken OFF the windows (by door 1)	U		
ALL toilets (clubs, staff, Tenshi) - checked for people and running taps	V		
ALL doors/exits closed properly (CHECK!), locked & chained if necessary	J		
staff room light OFF		+	
Tablets, laptop, projectors shut down correctly	1		
Jpstairs & downstairs rigs OFF!!!!!!		+>-	
Blue smoking bins hidden behind the fence	1		
All swithes from the main swich panel OFF	.,	+	
Office lights and screeens OFF, door locked with a key	- 		
Re-enable fire alarm	- 3 -		
nsure alarm is correctly armed, lock door 1 from outside :)	3		
Manager's signature:		, ,	



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Full Name of Manager: Grua Simovic	inte Day: Foldey
Nature of Operation: Nigutable	Date: 14/01 \$202>
Operation Level: LOW / (MEDIUM) /	HIGH
(Refer to additional Risk Assessments):	
Estimated Attendance: 800	Number of SIA Door Staff:
Signed:	
Please tick & sign completed during Open Proces	ss/l Init Charke
o permission	sy omi cheus.
CCTV recording	
Fire and Security Checks completed	
Level of ID Check in place as required	
Searching policy Level in place as required	
Use of drinking vessels level in place as require	ed
Dispersal Policy Considered for shift end & per	
Tenshi Pre Open SE License Checks complete if	
SIA Door Staff Present as required & inducted,	
All duty staff have required Alcohol Training (S	
	oo albanacy as required
When all complete:	
I (the person named and signed below) have comp	pleted the operational checks:
Signed Print Name: OT	a Simminite Date: 14/01/2022
DPS Reviewed & required:	
Signed: Print Name:	Date: 14022



MUST BE COMPLETED PRIOR TO OPENING Full Name of Manager: Gitta Sivaricinte Nature of Operation: Operation Level: (Refer to additional Risk Assessments): Estimated Attendance: Number of SIA Door Staff: 14 Signed: Please tick & sign completed during Open Process/Unit Checks: (V) CCTV recording (V) Fire and Security Checks completed Level of ID Check in place as required Searching policy Level in place as required Use of drinking vessels level in place as required Dispersal Policy Considered for shift end & perimeter Tenshi Pre Open SE License Checks complete if required SIA Door Staff Present as required & inducted, badges on show MAII duty staff have required Alcohol Training (See License) as required When all complete: I (the person named and signed below) have completed the operational checks: Print Name: Grua Simoniciale Date: 15/01/2022 Signe DPS Revieweld if required: Signed: ______ Date: 150127

Week: WIE 16/01/2022 Managers Nightly Opening/Closing Checklist OF ENVIOLENCE OF THE PROPERTY FRI SAT SHIN FULLY disable building alarm (including Tenshi) J Turn outside lights on Disable & mute fire alarm Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces are dry, safe & free of defect Unlock corner door (door 2) with key - leave boits on Staff testing completed and sanitisers available in key areas ATM ready Check emails for any necessary information for the day Print out / prepare all Daily Sheets (Bar checklists, Toilet Checks. allocations, etc.) Ensure A/Cs and extractors is on Tills on with correct prices loaded Bars set up and ready Tables and chairs wiped down and in correct layout ALL tollets checked for cleanliness, soap, toilet tissue VIPs set up (halos on, signs, buckets), check for bookings 3ck CCTV is working&recording Smoking gate shut and door 1 locked EXIT signs stuck on windows (by door 1) Turn clubroom tablet on, rig AFTER Fruit/boxing machines ON Rope by Door 1 stairs on with correct sign Club lights ON, house lights OFF Main room rig, laptop, extension lead and projectors on Check all TVs are on everywhere Manager's signature: CEOSING. FKI SALISUN Corner door (Door 2) locked with a key Check roof access is locked Outside lights OFF Fruit/boxing machines OFF Chack bars with supervisor to ensure close-down is satisfactory ALL PDQ machines and Halos on charge Ensure A/Cs & extractors is OFF (all rooms!) All spirit rooms and cellars locked All switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ø ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECK!), locked & chained if necessary Staff room light OFF Tablets, laptop, projectors shut down correctly Upstairs & downstairs rigs OFFIIIIII Blue smoking bins hidden behind the fence All swithes from the main swich panel OFF Office lights and screeens OFF, door locked with a key Re-enable fire alarm Ensure alarm is correctly armed, lock door 1 from outside :) Manager's signature:



Full Name of Manager: Grea Simulated	Day: Friday
Nature of Operation:	Date: 2// 011 20 2 3
Operation Level: LOW / MEDIUM / HI	GH .
(Refer to additional Risk Assessments):	
Estimated Attendance:	Number of SIA Door Staff:
Signed:	
	
Please tick & sign completed during Open Process/U	Jnit Checks:
CCTV recording	
Fire and Security Checks completed	
Level of ID Check in place as required	
Searching policy Level in place as required	
Use of drinking vessels level in place as required	
Dispersal Policy Considered for shift end & perime	eter
Tenshi Pre Open SE License Checks complete if re	
SIA Door Staff Present as required & inducted, ba	
All duty staff have required Alcohol Training (See	
When all complete:	
I (the person named and signed below) have complete	ted the operational checks:
Signed: Print Name: 671	Simurciale Date: 21/01/2022
	•
DPS Reviewed if required:	
Signed: Print Name:	Date: 210/22



Full Name of Manager: Greta Si vovicinte Day: Saturdon	
Nature of Operation: Nintelub Date: 22/01920	7
Operation Level: LOW / MEDIUM / HIGH	۲
(Refer to additional Risk Assessments):	
Estimated Attendance: 1000 Number of SIA Door Staff: 14	
Signed:	
Please tick & sign completed during Open Process/Unit Checks:	
CCTV recording	
Fire and Security Checks completed	
✓ Level of ID Check in place as required	
Searching policy Level in place as required	
Use of drinking vessels level in place as required	
Dispersal Policy Considered for shift end & perimeter	
Tenshi Pre Open SE License Checks complete if required	
SIA Door Staff Present as required & inducted, badges on show	
All duty staff have required Alcohol Training (See License) as required	
When all complete:	
I (the person named and signed below) have completed the operational checks:	
Signed: Print Name: Greta S: waricate Date: 22/01/20 22	
DPS Reviewed if required:	
Print Name: Date: 270/22	

Week: W/E 13/01/2021 Managers Nightly Opening/Closing Checklist POPENNIC CONTRACTOR OF THE PROPERTY OF THE PRO SAT SUN FULLY disable building alarm (including Tenshi) Turn outside lights on Disable & mute fire alarm Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces are dry, safe & free of defect Unlock corner door (door 2) with key - leave bolts on Staff testing completed and sanitisers available in key areas ATM ready Check emails for any necessary information for the day Print out / prepare all Daily Sheets (Bar checklists, Toilet Checks, allocations, etc.) Ensure A/Cs and extractors is on Tills on with correct prices loaded Bars set up and ready Thles and chairs wiped down and in correct layout ALL toilets checked for cleanliness, soap, toilet tissue VIPs set up (halos on, signs, buckets), check for bookings Check CCTV is working&recording Smoking gate shut and door 1 locked EXIT signs stuck on windows (by door 1) Turn clubroom tablet on, rig AFTER Fruit/boxing machines ON Rope by Door 1 stairs on with correct sign Club lights ON, house lights OFF Main room rig, laptop, extension lead and projectors on Check all TVs are on everywhere Manager's signature: ZELOSING ... SAT SUN Corner door (Door 2) locked with a key Check roof access is locked side lights OFF Fruit/boxing machines OFF Check bars with supervisor to ensure close-down is satisfactory ALL PDQ machines and Halos on charge Ensure A/Cs & extractors is OFF (all rooms!) All spirit rooms and cellars locked All switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECKI), locked & chained if necessary Staff room light OFF Tablets, laptop, projectors shut down correctly *E* Upstairs & downstairs rigs OFF!!!!!! Blue smoking bins hidden behind the fence All swithes from the main swich panel OFF Office lights and screeens OFF, door locked with a key Re-enable fire alarm Ensure alarm is correctly armed, lock door 1 from outside :) Manager's signature:



MUST BE COMPLETED PRIOR TO OPENING Greta Simaviolite Full Name of Manager: Nightclub Nature of Operation: Operation Level: MEDIUM / HIGH (Refer to additional Risk Assessments): Estimated Attendance: Number of SIA Door Staff:_ Signed: Please tick & sign completed during Open Process/Unit Checks: CCTV recording Fire and Security Checks completed Level of ID Check in place as required Searching policy Level in place as required Use of drinking vessels level in place as required Dispersal Policy Considered for shift end & perimeter Tenshi Pre Open SE License Checks complete if required SIA Door Staff Present as required & inducted, badges on show All duty staff have required Alcohol Training (See License) as required When all complete: I (the person named and signed below) have completed the operational checks: Print Name: Greta Sinavigite Date: 28/01/2022 Signed: DPS Reviewed if required: Signede

Print Name:



MUST BE COMPLETED PRIOR TO OPENING Grefa Simaviciate Full Name of Manager: Nature of Operation: Operation Level: MEDIUM HIGH (Refer to additional Risk Assessments): Estimated Attendance: 14 Number of SIA Door Staff: Signed: Please tick & sign completed during Open Process/Unit Checks: CCTV recording Fire and Security Checks completed Level of ID Check in place as required Searching policy Level in place as required Use of drinking vessels level in place as required Dispersal Policy Considered for shift end & perimeter Tenshi Pre Open SE License Checks complete if required SIA Door Staff Present as required & inducted, badges on show All duty staff have required Alcohol Training (See License) as required When all complete: I (the person named and signed below) have completed the operational checks: Print Name: Grita Similiate Date: 29/01/2022 Signed: DPS Reviewed if required: Print Name:

<u>30/01/2022</u> Week: W/ Managers Nightly Opening/Closing Checklist OPENING TO THE PROPERTY OF THE FRI SAT SUN FULLY disable building alarm (including Tenshi) Turn outside lights on J V Disable & mute fire alarm 1 Turn all applicable switches on (including Tenshi) V Fill out relevant for trading RA Venue check. Walk around whole venue and check maintenance bits/ J exits not blocked. Ensure all floor surfaces are dry, safe & free of defect Unlock corner door (door 2) with key - leave boits on Staff testing completed and sanitisers available in key areas Check emails for any necessary information for the day Print out / prepare all Daily Sheets (Bar checklists, Toilet Checks, allocations, etc.) Ensure A/Cs and extractors is on Tills on with correct prices loaded Bars set up and ready Tables and chairs wiped down and in correct layout J ALL toilets checked for cleanliness, soap, toilet tissue VIPs set up (halos on, signs, buckets), check for bookings V マ eck CCTV is working&recording V Smoking gate shut and door 1 locked EXIT signs stuck on windows (by door 1) V Turn clubroom tablet on, rig AFTER Fruit/boxing machines ON Rope by Door 1 stairs on with correct sign Club lights ON, house lights OFF J Main room rig, laptop, extension lead and projectors on Check all TVs are on everywhere Manager's signature: CEOSING TO THE PROPERTY OF THE EUNZ F SAI BUN Corner door (Door 2) locked with a key Check roof access is locked Outside lights OFF Fruit/boxing machines OFF ck bars with supervisor to ensure close-down is satisfactory ALL PDQ machines and Halos on charge Ensure A/Cs & extractors is OFF (all rooms!) V All spirit rooms and cellars locked V All switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps V V ALL doors/exits closed properly (CHECK!), locked & chained if necessary ٧ Staff room light OFF Tablets, laptop, projectors shut down correctly V Upstairs & downstairs rigs OFF!!!!!! Blue smoking bins hidden behind the fence All swithes from the main swich panel OFF Office lights and screeens OFF, door locked with a key J Re-enable fire alarm Ensure alarm is correctly armed, lock door 1 from outside :)

Manager's signature:



Full Name of Manager:	Greta Simu	ED PRIOR TO OPENING I i ciute	g Dave Fridon
Nature of Operation:	Nightclub		Date: 04/02/2
Operation Level:	LOW / MEDIUM /	HIGH	Dave: Odly O'Cy E
(Refer to additional Ris)	Assessments):		
Estimated Attendance:	800	Number of SIA	Door Staffe 11
Signed:			Joon Stalls,
Please tick & sign compl	eted during Open Process/	Illnit Chacker	
_	, , , , , , , , , , , , , , , , , , , ,	om cheers.	
CCTV recording			
Fire and Security Cher	cks completed		
S Level of ID Check in pl			
Searching policy Level			
	s level in place as required		
	dered for shift end & perim	oter	
🕏 Tenshi Pre Open SE Lic	ense Checks complete if re	ouired	
SIA Door Staff Present	as required & inducted, ba	daes en chem	
All duty staff have requ	ired Alcohol Training (See	licensel as as a set of	
·	see naming (see)	meenset as tedalised	
Vhen all complete:			
(the person named and si	gned below) have complet	ed the operational at	
gnec p _t	rint Name: Greta Si	Lanicista -	ate: 04/02/202
		A SI CONTROL	ate: 4/04/202
S Reviewed if required:			



2 4 6	IPLETED PRIOR TO	O OPENING	c.±
Full Name of Manager: 6716	i mariciant	Day:	Drividay
Nature of Operation: Nature Of Operation:	wo .	Date:_	02/02/ 20 5
Operation Level: LOW / VIEDIUM	/ HIGH		
(Refer to additional Risk Assessments):			
Estimated Attendance: 1000	Num	ber of SIA Door Sta	aff:14
Signed:			
Please tick & sign completed during Open P	rocess/Unit Check	s:	
CCTV recording			
Fire and Security Checks completed			
Level of ID Check in place as required			
Searching policy Level In place as required	i		
Use of drinking vessels level in place as re			
Dispersal Policy Considered for shift end 8			
Tenshi Pre Open SE License Checks comple			
SIA Door Staff Present as required & induc			
All duty staff have required Alcohol Trainin			
o cquired Alcohor Hallin	ig (see License) as	required	
When all complete:			
I (the person named and signed below) have (
Same of the second state of	ompieted the ope	erational checks:	
Signed: Print Name: Col	نهندست ک	do (05/02/2022
Frank Name:	- 3'extoro	Date:	ASINCI SOSS
OPS Reviewed Comments.			
	200		
Signed: Print Name: Y	<u> </u>	Date:	050222

Week: WIE C6/02/2022

Managers Nightly Opening/Closing Checklist

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FULLY disable building alarm (including Tenshi) Jurn outside lights on Disable & mute fire alarm Turn all applicable switches on (including Tenshi) Jurn all applicable switches on (including Tenshi) Staff testing on switches on (including Tenshi) Jurn all applicable switc	OPENING CONTRACTOR OF THE CONT		FRL	SAT	SUN
Disable & mute fire alarm Turn all applicable switches on (including Tenshi) Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces are dry, safe & free of defect Unlock corner door (door 2) with key - leave botts on Staff testing completed and santitisers available in key areas Check emails for any necessary information for the day Print out / prepare all Daily Sheets (Bar checklists, Toilet Checks, allocations, etc.) Ensure A/Cs and extractors is on Tills on with correct prices loaded Bars set up and ready Tables and chairs whole down and in correct layout ALL toilets checked for cleanliness, soap, toilet tissue **Ps et up (halos on, signs, buckets), check for bookings Under Check CCTV is workingArecording Smoking gate shut and door 1 locked EXIT signs stuck on windows (by door 1) Turn clubroom tablet on, rig AFTER Trutbooking machines ON Rope by Door 1 stafirs on with correct sign Club lights ON, house lights OFF Main room rig, laptop, extension lead and projectors on Check all TVs are on everywhere **Manager's signature:** **M			1	~	
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Re-enable fire alarm Ensure alarm is correctly armed, lock door 1 from outside :)			V.		
			V	J	
	Ensure alarm is correctly armed, lock door 1 from outside :)		J	V	
wanager a alguature.	Manager's signature:				



Full Name of Manager: Greta Simuliciate Day: Friday
Nature of Operation: Niddelus Date: 11/02/2072
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: Number of SIA Door Staff:
Signed:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
♂ Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signed Print Name Graa Simericial Date: 11/02/20 22
DPS Reviewed if required:
Signed:Print Name:PS



Full Name of Manage	<i>47</i> 1, 49	ED PRIOR TO OPENIN	Day: Satur	day
Nature of Operation:	Greta Simovi	ونظو ك	Date: 12/02/	202
Operation Level:	LOW / MEDIUM	HIGH `	•	
(Refer to additional Ri	isk Assessments):		_	
Estimated Attendance	400	Number of SIA	Door Staff: 7	
Signed:				····
Ť			······································	
Please tick & sign com	pleted during Open Process	:/Unit Checks:		
		,		
CCTV recording				
Fire and Security Ch	sarks completed			
Level of ID Check in				
	rel in place as required		ı	
	els level in place as required		•	
	sidered for shift end & perin			
Tenshi Pre Open SE	License Checks complete if r	equired - N//	4	
SIA Door Staff Preser	nt as required & inducted, b	adges on show	-	
All duty staff have re	quired Alcohol Training (See	E License) as required		
		• • •		
Vhen all complete:				
(the person named and	signed below) have comple	eteri the approximation of	L1	
	o and a second	ten me oberanousi c	necks:	
gne	Print Name: 60th	ماديد		.
	Print Name: (5) 48%	21 mailmare	Date: \2/02/	2071
GC Deviews of or	_			
PS Review ą d if reguired				
ned:	Print Name: APS	> ,	Data: 17022	2



Nature of Operation:	Nightclub	·	Date: 12/07	14
Operation Level:	LOW / MEDIUM / I	HIGH		
Refer to additional Risk	: Assessments):			
stimated Attendance:	1000	Number of SIA t	Door Staff: 14	
igned:				
lease tick & sign compl	eted during Open Process/			
and a sign comp	etea during Open Process/	Unit Checks:		
CCTV recording				
1	4			
Fire and Security Chec				
Level of ID Check in pl				
Searching policy Level				
	s level in place as required			
	lered for shift end & perim			
Tenshi Pre Open SE Lic	ense Checks complete if re	quired		
SIA Door Staff Present	as required & inducted, ba	dges on show		
All duty staff have requ	rired Alcohol Training (See	License) as required		
en all complete:				
ne person named and si	igned below) have complet	ed the appropriate at	1	
		and obelaticital Cu	BEKS:	
ec p	rint Name: God S		10/10/10	
μ,	· · · · · · · · · · · · · · · · · · ·	I WALLIEU PO	ala. 17 1817 12	07
		inaviciula D		Ĉ

Week: WIE 13/02/12 Mánagèrs Nightly Opening/Closing Checklist FRI SAT SUN FULLY disable building alarm (including Tenshi) Turn outside lights on 7 Disable & mute fire alarm Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces are dry, safe & free of defect Unlock corner door (door 2) with key - leave bolts on Staff testing completed and sanitisers available in key areas Check emails for any necessary information for the day Print out / prepare all Daily Sheets (Bar checklists, Toilet Checks, allocations, etc.) Ensure A/Cs and extractors is on Tills on with correct prices loaded Bars set up and ready Tables and chairs wiped down and in correct layout ALL toilets checked for cleanliness, soap, toilet tissue VIPs set up (halos on, signs, buckets), check for bookings J Check CCTV is working&recording sking gate shut and door 1 locked EXIT signs stuck on windows (by door 1) Turn clubroom tablet on, rig AFTER Fruit/boxing machines ON Rope by Door 1 stairs on with correct sign Club lights ON, house lights OFF Main room rig, laptop, extension lead and projectors on Check all TVs are on everywhere Manager's signature: OLOSIVE SUISOLD IN THE PROPERTY OF THE PROPERT Corner door (Door 2) locked with a key Check roof access is locked Outside lights OFF Fruit/boxing machines OFF Check bars with supervisor to ensure close-down is satisfactory DQ machines and Halos on charge Ensure A/Cs & extractors is OFF (all rooms!) All spirit rooms and cellars locked All switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECK!), locked & chained if necessary Staff room light OFF Tablets, laptop, projectors shut down correctly J Upstairs & downstairs rigs OFF!!!!!! Blue smoking bins hidden behind the fence V All swithes from the main swich panel OFF Office lights and screeens OFF, door locked with a key Re-enable fire alarm Ensure alarm is correctly armed, lock door 1 from outside :)

Manager's signature:



Full Name of Manager: Stock Simulic	PRIOR TO OPENING Dav: Friday
Nature of Operation: Niewcub	Date: 18/02/202
Operation Level: LOW / MEDIUM / HIG	
(Refer to additional Risk Assessments).	
Estimated Attendance:	Aluminan af Gis n
Signed:	Number of SIA Door Staff:
Please tick & sign completed during Open Process/Unit	
Opleted daming Open Process/Unit	: Checks:
CCTV recording	
Fire and Security Checks completed	
Level of ID Check in place as required	
Searching policy Level in place as required	
Use of drinking vessels level in place as required	
Dispersal Policy Considered for shift end & perimeter	
Tenshi Pre Open SE License Checks complete if require	a d
SIA Door Staff Present as required & inducted, badges	70
All duty staff have required Alcohol Training (See Licen	on show
t and a trooped it aining (See Licen	se) as required
When all complete:	
I (the person named and signed below) have completed th	
Signed:	wicinte Date: 18/02/2022
	Date: 18/02/2022
DPS Reviewed if required:	
Signed:Print Name:	
The received of the second of	Date: 17.07.77



Nature of Operation: Operation Level: LOW / NEDUM	b Date: 19/02/2027
(Refer to additional Risk Assessments):	/ HIGH
Estimated Attendance: COD	
Signed:	Number of SIA Door Staff: 14
Please tick & sign completed during Open Proce	ass/Unit Checks:
Fire and Security Checks completed	
Level of ID Check in place as required	
Searching policy to prace as required	
Searching policy Level in place as required	
Use of drinking vessels level in place as require	ed
Dispersal Policy Considered for shift end & per	imeter
Tenshi Pre Open SE License Checks complete if	required
SIA Door Staff Present as required & inducted,	badges on show
All duty staff have required Alcohol Training (Se	e License) as required
When all complete:	
I (the person named and signed below) have compl	Simulicitie Date: 19/02/2022
Print Name: Otto	Date: 13/02/ 2022
Print Name: Otto	Date: 13/02/ ED ZZ

Week: W/E 20/02/ 2072

Managers Nightly Opening/Closing Checklist

FULLY disable building alarm (including Tenshi) Turn outside lights on Disable & mule fire alarm Turn all applicable switches on (including Tenshi) Fill out relevent for tracing RA Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces are dry, safe & free of defect Unlock corner door (door 2) with key - leave boits on Staff testing completed and santitisers available in key areas Check emails for any necessary information for the day Print out / prepare all Daily Sheets (Bar checklists, Toilet Checks, allocations, etc.) Ensure A/Cs and extractors is on Tills on with correct prices loaded Bars set up and ready Tables and chairs wiped down and in correct layout All toilets checked for deanliness, soap, toilet tissue	Managers Nightly Opening/Closing C	neck		ing magazasid.	u, secesarus eta ser
FULLY disable building alarm (Including Tenshi) Um outside lights on Disable & mute fire alarm Turn all applicable switches on (including Tenshi) Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces are dry, safe & free of defect Unlock corner door (door 2) with key - leave boths on Staff testing completed and sanitisers available in key areas Check emails for any necessary information for the day Prini out? prepare all Dally Sheets (Bar checklists, Toilet Checks, allocations, etc.) Ensure A/Cs and extractors is on Tills on with correct prices loaded Bars set up and ready Tables and chairs wiped down and in correct layout Al L toilets checked for deanliness, soap, toilet lissue ""s set up (halos on, signs, buckets), check for bookings Check CCTV is workingfareording Smoking gate shut and door 1 locked EXIT signs stuck on windows (by door 1) Turn clubroom tablet on, fig AFTER Futitioxing machines ON Rope by Door 1 stars on with correct sign Cub lights ON, house lights OFF Main room rig., laptop, extension lead and projectors on Check all TVs are on everywhere Manager's signature: Manager's signature: Manager's signature: Manager's signature: Manager's signature: Manager's signature: BINC Corner door (boor 2) locked with a key Check roor access is locked All switches OFF in Tenshi (tablet off first!) Check was histopervisor to ensure close-down is satisfactory ALL PDQ machines and Halos on charge Ensure A/Cs & extractors is OFF (all rooms!) All spirit rooms and cellars locked All switches OFF in Tenshi (tablet off first!) Check was from man kinden behind the fence All switches OFF, enshi) - checked for people and running taps All closery fexits dosed properly (CHECKI), locked & chained if necessary Staff room light OFF Chick lights and screecess OFF, door locked with a key Penalty for the manager of the penale OFF Chick elights	ØRENING		FRI	SAT	SUN
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Re-enable fire alarm Ensure alarm is correctly armed, lock door 1 from outside :)					
Ensure alarm is correctly armed, lock door 1 from outside :)					
Manager's signature:	Manager's signature:				



Full Name of Manager: See Single Sing
Nature of Operation: Night dub
Operation level: 25/02/20
(Refer to additional Risk Assessments)
Estimated Attendance:
Signed:Number of SIA Door Staff:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, padges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
(the person named and signed below) have completed the operational checks.
Print Name: Greta Simulable Date 15/02/2022
DPS Reviewed if required:
Signed: Print Name: AS



Nature of Operation:	Jelub Date: 26/02/3
Operation Level: LOW / NEDI	IUM / HIGH
(Refer to additional Risk Assessments)	
Estimated Attendance: 1000	Number of SIA Door Staff: 4
Signed:	Signature of Sia Door Start:
lease tick & sign completed during Open	Pro
A Partie daming Open	Process/Unit Checks:
CCTV recording	
Fire and Security Checks completed	
Level of ID Check in place as required	
Searching policy Level in place as required	
Use of drinking vessels to the as require	:d
Use of drinking vessels level in place as re	èquireo
Dispersal Policy Considered for shift end	& perimeter
enshi Pre Open SE License Checks compi	lete if required
IA Door Staff Present as required & induc	cted, badges on show
Il duty staff have required Alcohol Trainin	ng (See License) as required
ali complete:	
person named and signed below) have c	ompleted the operational checks.
	•
	a Simulaide Date 26/02/2 00
	a Simulate Date 26/02/2012



Full Name of Manager: Since Since	TED PRIOR TO OPENING
Nature of Operation:	Day: Child
Operation Level: LOW / MEDIUM /	Date: 27/02/2022
(Refer to additional Risk Assessments)	HIGH
Estimated Attendance: 400	
Signed:	Number of SIA Door Staff:
Please tick & sign completed during Open Process.	/Unit Checks:
CCTV recording	
Fire and Security Checks completed	
Level of ID Check in place as required	, •
Searching policy Level in place as required	
Use of drinking vessels level in place as required	- All Asiabs does tad
Dispersal Policy Considered for shift end & perime	Ligatic deintim nasial
Prenditi Pre Open SE License Checks complete if an	- 43 4 4
a required & industry	.
All duty staff have required Alcohol Training (See Li	ges on show cense) as required
When all complete:	
I (the person named and signed below) have completed	
	mericiale Date 2402/2022
DPS Reviewed & required:	
Signed: Print Name: APS	777700

27/02/2 Managers Nightly Opening/Closing Checklist FULLY disable building alarm (including Tenshi) SUN Turn outside lights on Disable & mute fire alarm Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces are dry, safe & free of defect Unlock corner door (door 2) with key - leave bolts on Staff testing completed and sanitisers available in key areas Check emails for any necessary information for the day Print out / prepare all Daily Sheets (Bar checklists, Toilet Checks, W allocations, etc.) Ensure A/Cs and extractors is on Tills on with correct prices loaded Bars set up and ready Tables and chairs wiped down and in correct layout ALL toilets checked for cleanliness, soap, toilet tissue VIPs set up (halos on, signs, buckets), check for bookings Check CCTV is working&recording Smoking gate shut and door 1 locked EXIT signs stuck on windows (by door 1) J Turn clubroom tablet on, rig AFTER Fruit/boxing machines ON V Rope by Door 1 stairs on with correct sign Club lights ON, house lights OFF Main room rig, laptop, extension lead and projectors on V Check all TVs are on everywhere Manager's signature: Corner door (Door 2) locked with a key A PAYEUN Check roof access is locked Outside lights OFF Fruit/boxing machines OFF Check bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge Ensure A/Cs & extractors is OFF (all rooms!) All spirit rooms and cellars locked All switches OFF in Tenshi (tablet off first!) V Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECKI), locked & chained if necessary Staff room light OFF Tablets, laptop, projectors shut down correctly Upstairs & downstairs rigs OFF!!!!!! Blue smoking bins hidden behind the fence All swithes from the main swich panel OFF Office lights and screeens OFF, door locked with a key Re-enable fire alarm Ensure alarm is correctly armed, lock door 1 from outside :)

Manager's signature:



Full Name of Manager: Ben Bollwell	Day Frails
Nature of Operation: MightClub	Date: 4/3/2022
Operation Level: LOW MEDIUM /	HIGH
(Refer to additional Risk Assessments):	
Estimated Attendance: 800	Number of SIA Door Staff: 11
Signed:	radioes of 3th poor 2tall: 11
Please tick & sign completed during Open Process	·/i lmit Charles
The state of the s	tour checks:
OCCTV recording	
Fire and Security Checks completed	
Cevel of ID Check in place as required	
Searching policy Level in place as required	
Ouse of drinking vessels level in place as required	;
Tispersal Policy Considered for shift end & perin	
Tenshi Pre Open SE License Checks complete if r	
SIA Door Staff Present as required & inducted, b	
All duty staff have required Alcohol Training (See	auges on snow
i see	cucense) as required
When all complete:	
I (the person named and signed below) have comple	stood the annual control of the same of th
	ted the operational checks:
Signed; Print Name: STU/ R/	ACKUELL Date: 4/3/2027
	Date: 4/5/2022
DPS Reviewed if required:	
Signed: Print Name: AS	
- CONTENTING	Date: 046.52 Z



Full Name (CA)
Full Name of Manager: Ben Blockwell
Nature of Operation: Night Club Day: Soluctary Date: 5/3/2022
Operation Level: LOW MEDIUM HIGH
(Refer to additional Risk Assessments)
Estimated Attendance: 1000
Signed: Number of SIA Door Staff: 14
Please tick & sign completed during Open Process/Unit Checks:
TO THE CASE.
OCCTV recording
Fire and Security Checks completed
Tevel of ID Check in place as required
Searching policy Level in place as required
Ouse of drinking versals to
Ouse of drinking vessels level in place as required
ODispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
Starr Present as required & industry
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks.
Print Name: State Oblosizo
DPS Reviews 1:5
DPS Reviewed\(\text{if required}\):
Signed: Print Name: APS
DateOSO327

week: 06/03/2027 Managers Nightly Opening/Closin	a Che	cklist		
SPENING OF THE PROPERTY OF THE		A FRI	Sec.	SUA
FULLY disable building alarm (including Tenshi)	\$1.50 (AS) \$19		SAT	- OUR
Turn outside lights on	_	+-	+-	
Disable & mute fire alarm		+	+	+
Turn all applicable switches on (including Tenshi)	<u> </u>	+	+	-
Fill out relevant for trading RA			+	+
Venue check. Walk around whole venue and check maintenance bits/			+	-
exits not blocked. Ensure all floor surfaces are dry, safe & free of defect	1			
Unlock corner door (door 2) with key - leave bolts on			+	+
Staff testing completed and sanitisers available in key areas				+-
	_		 	+-
Check emails for any necessary information for the day Print out / prepare all Daily Sheets (Bar checklists, Toilet Checks,			1	
allocations, etc.)				
Ensure A/Cs and extractors is on		+		+
Tills on with correct prices loaded		+	+	
Bars set up and ready	 	+	+	
Tables and chairs wiped down and in correct layout	 		+	-
ALL toilets checked for cleanliness, soap, toilet tissue		+-		
VIPs set up (halos on, signs, buckets), check for bookings		+		
heck CCTV is working&recording		 -		
Smoking gate shut and door 1 locked		+	+	╂
EXIT signs stuck on windows (by door 1)	1			1
Turn clubroom tablet on, rig AFTER				
Fruit/boxing machines ON		+		<u> </u>
Rope by Door 1 stairs on with correct sign		12		
Club lights ON, house lights OFF	1	 	-	<u> </u>
Main room rig, laptop, extension lead and projectors on		+	<u></u>	-
Check all TVs are on everywhere				
Manager's signature	:	1		
1-12		230	SAS	CHARL
Corner door (Door 2) locked with a key	**************************************			
Check roof access is locked				
Outside lights OFF	1		4	
Fruit/boxing machines OFF				
heck bars with supervisor to ensure close-down is satisfactory				~~~
ALL PDQ machines and Halos on charge	1			
nsure A/Cs & extractors is OFF (all rooms!)				
All spirit rooms and cellars locked				**********
All switches OFF in Tenshi (tablet off first!)				
check washroom and kitchen - taps, lights, etc OFF				
XIT signs taken OFF the windows (by door 1)				
ALL toilets (clubs, staff, Tenshi) - checked for people and running taps				
ALL doors/exits closed properly (CHECK!), locked & chained if necessary				
taff room light OFF				
ablets, laptop, projectors shut down correctly				
pstairs & downstairs rigs OFF!!!!!!		_		
lue smoking bins hidden behind the fence	***************************************	_		
Il swithes from the main swich panel OFF				
office lights and screeens OFF, door locked with a key		/	7	
e-enable fire alarm				
nsure alarm is correctly armed, lock door 1 from outside :)			7	
Manager's signature:				



MUST BE COMPLETED PRIOR TO OPENING Greba Simui silve Full Name of Manager: Nature of Operation: Nightch Operation Level: MEDIUM LOW / (Refer to additional Risk Assessments) Estimated Attendance: å•o Number of SIA Door Staff:___ Signed: Please tick & sign completed during Open Process/Unit Checks: CCTV recording Fire and Security Checks completed Level of ID Check in place as required Searching policy Level in place as required yse of drinking vessels level in place as required Dispersal Policy Considered for shift end & perimeter Tenshi Pre Open SE License Checks complete if required SIA Door Staff Present as required & inducted, padges on show All duty staff have required Alcohol Training (See License) as required When all complete: i (the person named and signed below) have completed the operational checks. Gratu Simericite Date 11/03/2022 Sign DPS Reviewed of required: Signed: Print Name:



MUST BE COMPLETED PRIOR TO OPENING Full Name of Manager: Nature of Operation: Operation Level: MEDIUM LOW / (Refer to additional Risk Assessment Estimated Attendance: Number of SIA Door Staff: 14 Signed: Please tick & sign completed during Open Process/Unit Checks: CCTV recording Fire and Security Checks completed Level of ID Check in place as required Searching policy Level in place as required Use of drinking vessels level in place as required Dispersal Policy Considered for shift end & perimeter Tenshi Pre Open SE License Checks complete if required SIA Door Staff Present as required & inducted, badges on show All duty staff have required Alcohol Training (See License) as required When all complete: I (the person named and signed below) have completed the operational checks. Print Name: Greta S:-wisite Date 12/05/2022 Signed: DPS Reviewed if required Signed: Date: 120322

Managers Nightly Opening/Closing Checklist OPENING SAT SUN FULLY disable building alarm (including Tenshi) Turn outside lights on Disable & mute fire alarm W Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces are dry, safe & free of defect Unlock corner door (door 2) with key - leave bolts on Staff testing completed and sanitisers available in key areas Check emails for any necessary information for the day Print out / prepare all Daily Sheets (Bar checklists, Tollet Checks, allocations, etc.) Ensure A/Cs and extractors is on Tills on with correct prices loaded Bars set up and ready Tables and chairs wiped down and in correct layout • ALL toilets checked for cleanliness, soap, toilet tissue MIPs set up (halos on, signs, buckets), check for bookings heck CCTV is working&recording Smoking gate shut and door 1 locked W EXIT signs stuck on windows (by door 1) Turn clubroom tablet on, rig AFTER Fruit/boxing machines ON Rope by Door 1 stairs on with correct sign Club lights ON, house lights OFF Main room rig, laptop, extension lead and projectors on Check all TVs are on everywhere Manager's signature: 224 SWG FRI SAT SUN Corner door (Door 2) locked with a key Check roof access is locked Outside lights OFF Fruit/boxing machines OFF J. eck bars with supervisor to ensure close-down is satisfactory ALL PDQ machines and Halos on charge Ensure A/Cs & extractors is OFF (all rooms!) All spirit rooms and cellars locked All switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECK!), locked & chained if necessary Staff room light OFF Tablets, laptop, projectors shut down correctly S.J Upstairs & downstairs rigs OFF!!!!!! Blue smoking bins hidden behind the fence W All swithes from the main swich panel OFF Office lights and screeens OFF, door locked with a key Re-enable fire alarm Ensure alarm is correctly armed, lock door 1 from outside :) Manager's signature:



Full Name of Manager: CTUS Signalis 1.10 OPENING
Nature of Operation: Night Club
Operation Level: 10W / Date: 18/05/20
(Refer to additional Risk Assessments)
Estimated Attendance:
Signed:Number of SIA Door Staff:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & germann
Pre Open SE License Checks complete if some
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
(the person named and signed below) have completed the operational checks.
note completed the operational checks.
signe int Name: Grela Simulable Date 18/03/2022
Date 16/03/2022
DPS Reviewed if required:
Signed: Print Name: Print Name: 1707.23
Date: 180322



Full Name of Manager: Grus Sivervicinte One Sal Months
Nature of Operation: Bougo's Bingo Day: 19/03/20
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments)
Estimated Attendance: 600 Number of SIA Door Staff:
Signed:Signed:
Please tick & sign completed during Open Process/Unit Checks:
© CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, padges on show
All duty staff have required Alrahol 7.
All duty staff have required Alcohol Training (See License) as required
When all complete:
(the person named and signed below) have completed the operational checks.
Signer Print Name: 65th Simplified Date 19/03/2022
DPS Reviewed if required:
Signed: Print Name: Print Name: 170322



MUST BE COMPLETED PRIOR TO OPENING Full Name of Manager: Grun Simovicing	
Nature of Operation: Night Cub	
Operation Level: LOW / MEDIUM / HIGH	2
(Refer to additional Risk Assessments)	
Estimated Attendance: IDDO	
Signed: Number of SIA Door Staff:	
Please tick & sign completed during Open Process/Unit Checks:	
OCCTV recording	
Fire and Security Checks completed	
Level of ID Check in place as required	•
Searching policy Level in place as required	
Use of drinking vessels level in place as required	
Dispersal Policy Considered for shift and 8	
Tellish Te Open SE License Checks complete s	
SIA Door Staff Present as required & inducted, padges on show	
All duty staff have required Alcohol Training (See License) as required	
Framing (See License) as required	
When all complete:	
(the person named and signed below) have completed the operational checks.	
Signed Print Name: Grun Simulation Date: 19/03/2022 DPS Reviewed if comments	
DPS Reviewed if required:	
Signed:	
Date: 190322	



Full Name of Manager: 670 Simple Completed PRIOR TO OPENING
Nature of Operation: Boxing
Operation Level: LOW (MEDILL) Date: 20/05/26
(Refer to additional Risk Assessments)
Estimated Attendance: 200
Signed:Number of SIA Door Staff:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Fire and Security Checks completed .
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as requires - All drinks does tod into
Dispersal Policy Considered for shift end & nermore.
Tensiti Pre Open SE License Checks complete if to a compl
John Door Staff Present as required & industry
All duty staff have required Alcohol Training (See License) as required
When all complete:
i (the person named and signed below) have completed the operational checks.
Print Name: Gruh Simulaide Date 20/03/2022 DPS Reviewed if required
DPS Reviewed if cognition
Signed:Print Name:APS

		necklist	RI SA	
FULLY disable building alarm (including Tenshi)	and the state of t	<u></u>	A	/-
Turn outside lights on				7 -
Disable & mute fire alarm			V	
Turn all applicable switches on (including Tenshi)			V	<u>'</u>
Fill out relevant for trading RA			V	
Venue check. Walk around whole venue and check maintenance bits/				
exits not blocked. Ensure all floor surfaces are dry, safe & free of defect				
Unlock corner door (door 2) with key - leave bolts on	i l		V	Ī
Staff testing completed and a six			V	1
Staff testing completed and sanitisers available in key areas			- 1	1.
Check emails for any necessary information for the day				+,
Print out / prepare all Dally Sheets (Bar checklists, Tollet Checks, allocations, etc.)				
Ensure A/Cs and extractors is on	- 1			•
Tills on with convert			V	+
Tills on with correct prices loaded			- 1	+
Bars set up and ready		-		
Tables and chairs wiped down and in correct layout			_ V	-
ALL tollets checked for cleanliness, soan tollet tiesus	+			1
vies set up (halos on, signs, buckets), check for bookings			<u> </u>	1
Check CCTV is working&recording			V	•
Smoking gate shut and door 1 locked	_			•
EXIT signs stuck on windows (by door 1)				1
Turn clubroom tablet on, rig AFTER				V
Fruit/boxing machines ON			Ja	V
Rope by Door 1 stairs on with correct sign			V	V
Club lights ON, house lights OFF			J	V
Main room rig, laptop, extension lead and projectors on				V
Check all TVs are on everywhere			V	V
Manager's signature	S WELL IN THE			
orner door (Door 2) locked with a key	Part of the second	<u> </u>	A AMERICA 2	
heck roof access is locked utside lights OFF	 	₩,		
	 	V		_
worde rights Off	ı	<u> </u>		_
uit/boxing machines OFF	 		1 1	
ruit/boxing machines OFF heck bars with supervisor to ensure close de		- 	1-1	
ruit/boxing machines OFF heck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge		À		$\overline{}$
ruit/boxing machines OFF neck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms)		V		=
nuit/boxing machines OFF heck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked		y y		<u> </u>
nuit/boxing machines OFF heck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off 8-41)		7 7 7		
ruit/boxing machines OFF neck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!) eck washroom and kitchen - tans lights		7		
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neck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!) eck washroom and kitchen - taps, lights, etc OFF I signs taken OFF the windows (by door 1) toilets (clubs, staff, Tenshi) - chocked first (clubs, staff, Tenshi)		\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\		
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neck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!) eck washroom and kitchen - taps, lights, etc OFF T signs taken OFF the windows (by door 1) toilets (clubs, staff, Tenshi) - checked for people and running taps doors/exits closed properly (CHECKI), locked & chained if necessary if room light OFF		1 1 2 2 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3 3		
neck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!) eck washroom and kitchen - taps, lights, etc OFF T signs taken OFF the windows (by door 1) toilets (clubs, staff, Tenshi) - checked for people and running taps doors/exits closed properly (CHECKI), locked & chained if necessary if room light OFF lets, laptop, projectors shut down corrects		C		
neck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!) eck washroom and kitchen - taps, lights, etc OFF T signs taken OFF the windows (by door 1) toilets (clubs, staff, Tenshi) - checked for people and running taps doors/exits closed properly (CHECKI), locked & chained if necessary ff room light OFF lets, laptop, projectors shut down correctly		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$		
neck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!) eck washroom and kitchen - taps, lights, etc OFF T signs taken OFF the windows (by door 1) toilets (clubs, staff, Tenshi) - checked for people and running taps doors/exits closed properly (CHECKI), locked & chained if necessary iff room light OFF lets, laptop, projectors shut down correctly tairs & downstairs rigs OFF!!!!!!		\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\		
neck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!) eck washroom and kitchen - taps, lights, etc OFF T signs taken OFF the windows (by door 1) toilets (clubs, staff, Tenshi) - checked for people and running taps doors/exits closed properly (CHECK!), locked & chained if necessary ff room light OFF lets, laptop, projectors shut down correctly stairs & downstairs rigs OFF!!!!!!		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$		
neck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!) eck washroom and kitchen - taps, lights, etc OFF T signs taken OFF the windows (by door 1) toilets (clubs, staff, Tenshi) - checked for people and running taps doors/exits closed properly (CHECKI), locked & chained if necessary if room light OFF lets, laptop, projectors shut down correctly tairs & downstairs rigs OFF (!!!!!!		\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\		
neck bars with supervisor to ensure close-down is satisfactory I. PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!) eck washroom and kitchen - taps, lights, etc OFF I signs taken OFF the windows (by door 1) toilets (clubs, staff, Tenshi) - checked for people and running taps doors/exits closed properly (CHECKI), locked & chained if necessary if room light OFF lets, laptop, projectors shut down correctly stairs & downstairs rigs OFF!!!!!! e smoking bins hidden behind the fence withes from the main swich panel OFF se lights and screeens OFF, door locked with a key enable fire alarm		\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\		
neck bars with supervisor to ensure close-down is satisfactory I. PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!) eck washroom and kitchen - taps, lights, etc OFF I signs taken OFF the windows (by door 1) toilets (clubs, staff, Tenshi) - checked for people and running taps doors/exits closed properly (CHECKI), locked & chained if necessary if room light OFF lets, laptop, projectors shut down correctly stairs & downstairs rigs OFF!!!!!! e smoking bins hidden behind the fence withes from the main swich panel OFF se lights and screeens OFF, door locked with a key enable fire alarm		33333333333333333333333333333333333333		
neck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!) eck washroom and kitchen - taps, lights, etc OFF T signs taken OFF the windows (by door 1) toilets (clubs, staff, Tenshi) - checked for people and running taps doors/exits closed properly (CHECKI), locked & chained if necessary if room light OFF lets, laptop, projectors shut down correctly tairs & downstairs rigs OFF (!!!!!!		\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\		



Full Name of Manager:	Simavicial Tich	
Nature of Operation: Nigh	May: Day:	<u> </u>
Operation Level: LOW / MED	Ditury / HIGH	<u>2450</u> 5
(Refer to additional Risk Assessments):		
Estimated Attendance: & 00		
Signed:	Number of SIA Door Staff:	
Please tick & sign completed during Oper	on Branco (1)	
opes	in Process/Unit Checks:	
SCCTV recording		
Fire and Security Checks completed		
Level of ID Check in place as required		
Searching policy Level in place as required		
Use of drinking vessels level in place as	red	
Dispersal Policy Considered for shift end	d & goviernment	
Tenshi Pre Open SE License Checks comp	inleto if received	
SIA Door Staff Present as required & indu	bete in required	
All duty staff have required Alcohol Train	plan (C	
The state of the s	mig (see License) as required	
When all complete:		
i (the person named and signed below) have	2 Complete and	
Signed Print Name: 610	la Simuniciale Date: 25/03/2	550
DPS Reviewed if required:		
Signed: Print Name:	APS	
, and the state of	Date: 25037	7



MUST BE COMPLETED PRIOR TO OPENING Full Name of Manager: Greta Si waviciute Nature of Operation: Operation Level: MEDIUM (Refer to additional Risk Assessments Estimated Attendance: 1000 Number of SIA Door Staff: Signed: Please tick & sign completed during Open Process/Unit Checks: CCTV recording Fire and Security Checks completed Level of ID Check in place as required Searching policy Level in place as required Use of drinking vessels level in place as required Dispersal Policy Considered for shift end & perimeter Tenshi Pre Open SE License Checks complete if required SIA Door Staff Present as required & inducted, padges on show All duty staff have required Alcohol Training (See License) as required When all complete: I (the person named and signed below) have completed the operational checks. Print Name: Greta Simovicité Date 26/03/2022 Signe DPS Reviewed if required: Signed: Print Name:

Date 260322

Managers Nightly Opening/Clos		F		SAT	7
FULLY disable building alarm (including Tenshi)				$\overline{}$	1
Turn outside lights on			,		+
Disable & mute fire alarm		1	,		+
Turn all applicable switches on (including Tenshi)		1			t
Fill out relevant for trading RA					+
Venue check. Walk around whole venue and check maintenance bits/		8	7		t
exits not blocked. Ensure all floor surfaces are dry, safe & free of defe	ct		1		
Unlock corner door (door 2) with key - leave bolts on		J	一十		t
Staff testing completed and sanitisers available in key areas		V	\dashv	_	H
Check emails for any necessary information for the day					H
Frint out / prepare all Daily Sheets /Bar checklists Tollet Charles		V	\dashv	<u></u>	L
enoceanis, eac.)	1	V	į		
Ensure A/Cs and extractors is on		J	- -		_
Tills on with correct prices loaded		V	 - -		
Bars set up and ready			+	\leq	
Tables and chairs wiped down and in correct layout	- 	- X	+:		
ALL tollets checked for cleanliness, soan, toilet tissue		- - - - - - - - - - 	_ _	-	
VIP's set up (halos on, signs, buckets), check for hookings					
Check CCTV is working&recording		- 1/8 -			
Smoking gate shut and door 1 locked			-	\leftarrow	_
EXIT signs stuck on windows (by door 1)		-	+		
furn clubroom tablet on, rig AFTER					
Fruit/boxing machines ON		-	<u> </u>		
Rope by Door 1 stairs on with correct sign		Y,	+	$\leq \downarrow$	
Club lights ON, house lights OFF		<u> </u>	 		_
Main room rig, laptop, extension lead and projectors on	<u> </u>	<u> </u>			
Check all TVs are on everywhere		1	+-	4	
Manager's signatur				į	-
		1000			Ļ
orner door (Door 2) locked with a key		# FRI	39	IT SI	31
neck roof access is locked				_	
utside lights OFF		1/			
ruit/boxing machines OFF		+			
heck bars with supervisor to ensure close-down is satisfactory		 	_		
and nelos on charge	-				
isure A/Cs & extractors is OFF (all rooms!)	 				
SDITE rooms and all	 		_		_
spirit rooms and cellars locked					
switches OFF in Tenshi (tablet off firm!)		·			
switches OFF in Tenshi (tablet off first!)					
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I switches OFF in Tenshi (tablet off first!) leck washroom and kitchen - taps, lights, etc OFF iT signs taken OFF the windows (by door 1) L toilets (clubs, staff, Tenshi) - checked for people and running taps doors/exits closed properly (CHECKI), locked & chained if necessary iff room light OFF plets, laptop, projectors shut down correctly stairs & downstairs rigs OFF!!!!!! e smoking bins hidden behind the fence swithes from the main swich panel OFF ce lights and screeens OFF door locked with the correction.					
I switches OFF in Tenshi (tablet off first!) leck washroom and kitchen - taps, lights, etc OFF it signs taken OFF the windows (by door 1) L toilets (clubs, staff, Tenshi) - checked for people and running taps doors/exits closed properly (CHECKI), locked & chained if necessary iff room light OFF plets, laptop, projectors shut down correctly stairs & downstairs rigs OFF!!!!! e smoking bins hidden behind the fence swithes from the main swich panel OFF ce lights and screeens OFF, door locked with a key enable fire alarm					
I switches OFF in Tenshi (tablet off first!) leck washroom and kitchen - taps, lights, etc OFF IT signs taken OFF the windows (by door 1) L toilets (clubs, staff, Tenshi) - checked for people and running taps doors/exits closed properly (CHECKI), locked & chained if necessary iff room light OFF plets, laptop, projectors shut down correctly stairs & downstairs rigs OFF!!!!!! e smoking bins hidden behind the fence swithes from the main swich panel OFF ce lights and screeens OFF door locked with the correction.					

W/E 27/03/2022



MUST BE COMPLETE	ED PRIOR TO OPENING
Full Name of Manager: Gru Simo	icide Day: Tiday
Nature of Operation: Nature of Operation:	Date: 01/047202
Operation Level: LOW / MEDIUM /	HIGH
(Refer to additional Risk Assessments):	
Estimated Attendance: 800	Number of SIA Door Staff:
Signed:	
Please tick & sign completed during Open Process CCTV recording	/Unit Checks:
Fire and Security Checks completed	
Level of ID Check in place as required	
Searching policy Level in place as required	
Use of drinking vessels level in place as require	d
Dispersal Policy Considered for shift end & peri	
Tenshi Pre Open SE License Checks complete if	
SIA Door Staff Present as required & inducted,	
All duty staff have required Alcohol Training (Se	
When all complete:	
I (the person named and signed below) have comp	pleted the operational checks:
Signed: Print Name: 6rek	Si-micine Date: 01/04/2022
DPS Rev <u>iewed if require</u> d:	
Signed: Print Name:	PS Date: 010422



MUST BE CO	OMPLETED PRIOR TO OPE	NING	_
Full Name of Manager:	amicinte	Day: Sq 1	rusolay
Nature of Operation:	chib	Date: 52/	04/2577
Operation Level: LOW / MEDIL	JM)/ HIGH	·	
(Refer to additional Risk Assessments):			
Estimated Attendance:	Number of	SIA Door Staff:	14
Signed:			
			·
Please tick & sign completed during Open	Process/Unit Checks:		
	•		
CCTV recording			
Fire and Security Checks completed			
Level of ID Check in place as required			
Searching policy Level in place as requi	ired		
Use of drinking vessels level in place as			
Dispersal Policy Considered for shift er			
Tenshi Pre Open SE License Checks cor			
SIA Door Staff Present as required & in			
All duty staff have required Alcohol Tra		uired	
	g (,		
When all complete:			
I (the person named and signed below) ha	ave completed the operati	onal checks:	
Signed: Print Name:_6	tube Simpiaid	Date: OZ	104/22
DPS Reviewed if required:			
Signed: Print Name:	APS	Date:	20422



MUST BE COMPLETED PRIO	R TO OPENING
Full Name of Manager: Ala Simulicius	se Day: Surdon
Nature of Operation:	Date: 03/04/28 2>
Operation Level: LOW / MEDIUM / HIGH	
(Refer to additional Risk Assessments):	•
Estimated Attendance:	Number of SIA Door Staff: 7
Signed:	
Please tick & sign completed during Open Process/Unit Cl	hecks:
CCTV recording	
Fire and Security Checks completed	
Level of ID Check in place as required	
Searching policy Level in place as required	
Use of drinking vessels level in place as required	All drinks decouled into
Dispersal Policy Considered for shift end & perimeter	Uletine mil a such a commo
Tenshi Pre Open SE License Checks complete if require	d - N/A
SIA Door Staff Present as required & inducted, badges	on show
All duty staff have required Alcohol Training (See Licen	se) as required
When all complete:	
Signe Print Name: 6 & S	he operational checks: Social Date: 03/04/0022
DPS Reviewed Frequired:	
Signed: Print Name:	Date: 030422

	14	FRI	5A1	SU
FULLY disable building alarm (including Tenshi)			-	V
Turn outside lights on Disable & mute fire alarm				₩ 🗸
When the second				V
Turn all applicable switches on (including Tenshi)				- 0
Fill out relevant for trading RA			_	V
Venue check. Walk around whole venue and check maintenance bits/				
exits not blocked. Ensure all floor surfaces are dry, safe & free of defect				•
Unlock corner door (door 2) with key - leave bolts on				1
Staff testing completed and sanitisers available in key areas		1 _		TV
Check emails for any necessary information for the day	 	 	+ =	Ť
Frint Out / prepare all Daily Sheets (Bar checklists, Toilet Chooks	 	+		+ -
emocations, etc.)			/	
Ensure A/Cs and extractors is on		 	 	- A
Tills on with correct prices loaded	T	1	+	1
Bars set up and ready	 	+-	+	-
Tables and chairs wiped down and in correct layout	 	-	+	<u>V</u>
ALL follets checked for cleanliness, soap, toilet tissue	 	+ =	+	
VIPs set up (halos on, signs, buckets), check for bookings	 		+	V
Check CCTV is working&recording	 	-	 	V
Smoking gate shut and door 1 locked	 		 	V.
EXIT signs stuck on windows (by door 1)				V
Turn clubroom tablet on, rig AFTER	<u> </u>			•
Fruit/boxing machines ON				
Rope by Door 1 stairs on with correct sign				J.
Club lights ON, house lights OFF				
Main room rig, laptop, extension lead and projectors on				
Check all TVs are on everywhere				-
Manager's signature:			[¥ 1
manager's signature;				
		Fall, §	SAT	ZUN"
Corner door (Door 2) locked with a key		FRU	SAT*	SEIN
Corner door (Door 2) locked with a key Check roof access is locked		HRU Y	53154 E	gin
Corner door (Door 2) locked with a key Check roof access is locked Outside lights OFF		FRI	SAT	80N
Corner door (Door 2) locked with a key Check roof access is locked Outside lights OFF ruit/boxing machines OFF		× ×	SM1	30V
Corner door (Door 2) locked with a key Check roof access is locked Outside lights OFF ruit/boxing machines OFF Check bars with supervisor to ensure close down in a stiff		FRI V	SAT	SON I
Corner door (Door 2) locked with a key Check roof access is locked Outside lights OFF ruit/boxing machines OFF Check bars with supervisor to ensure close-down is satisfactory LL PDQ machines and Halos on charge		Y .	ST	
Corner door (Door 2) locked with a key Check roof access is locked Outside lights OFF ruit/boxing machines OFF Check bars with supervisor to ensure close-down is satisfactory LL PDQ machines and Halos on charge Insure A/Cs & extractors is OFF (all rooms!)		\\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\ \\	S# 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	SON
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Corner door (Door 2) locked with a key Check roof access is locked Outside lights OFF ruit/boxing machines OFF Check bars with supervisor to ensure close-down is satisfactory LL PDQ machines and Haios on charge Insure A/Cs & extractors is OFF (all rooms!) If spirit rooms and cellars locked If switches OFF in Tenshi (tablet off first!) In seck washroom and kitchen - taps, lights, etc OFF CIT signs taken OFF the windows (by door 1) L toilets (clubs, staff, Tenshi) - checked for people and running taps		>> >> >> >> >> >> >> >> >> >> >> >> >>	ST / / / / / / / / / / / / / / / / / / /	SON
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Corner door (Door 2) locked with a key Check roof access is locked Outside lights OFF ruit/boxing machines OFF Check bars with supervisor to ensure close-down is satisfactory LL PDQ machines and Halos on charge Insure A/Cs & extractors is OFF (all rooms!) Il spirit rooms and cellars locked Il switches OFF in Tenshi (tablet off first!) Ineck washroom and kitchen - taps, lights, etc OFF (IT signs taken OFF the windows (by door 1) L toilets (clubs, staff, Tenshi) - checked for people and running taps L doors/exits closed properly (CHECKI), locked & chained if necessary Inferior light OFF Diets, laptop, projectors shut down correctly stairs & downstairs rigs OFF!!!!!!		>> >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	\$\frac{1}{1}\land \land	
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W/E 03/04/2022



MUST BE COMPLETED PRIOR TO OPENING
Full Name of Manager: 61th Simmittee Day: Triday
Nature of Operation: Mightelm Date: Olo472022
Operation Level: LOW / MEDIUM HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: Number of SIA Door Staff:
Signed:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signed Print Name: Grah Sinavisine Date: 08/04/20?2
DPS Reviewed if required:
Signed:



INIOST BE CONFIDERED PRIOR TO OPENING	
Full Name of Manager: Grua Simulate Day:	
Nature of Operation: Nigway Date: 04/282	2
Operation Level: LOW / MEDIUM / HIGH	
(Refer to additional Risk Assessments):	
Estimated Attendance: A OOO Number of SIA Door Staff: 14	
Signed:	
Please tick & sign completed during Open Process/Unit Checks:	
CCTV recording	
Fire and Security Checks completed	
Level of ID Check in place as required	
Searching policy Level in place as required	
Use of drinking vessels level in place as required	
Dispersal Policy Considered for shift end & perimeter	
Tenshi Pre Open SE License Checks complete if required	
SIA Door Staff Present as required & inducted, badges on show	
All duty staff have required Alcohol Training (See License) as required	
When all complete:	
I (the person named and signed below) have completed the operational checks:	
Sign Print Name: Grada Simuraida Date: 04/2022	<u>,</u>
DPS Reviewed ithreauired:	
Signed: Date: 090422	



MUST BE COMPLETED PRIOR TO OPENING
Full Name of Manager: OTOR Survey Day: Day:
Nature of Operation: Date: 10/04/2020
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: Number of SIA Door Staff: +
Signed:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required — All drinks de Cantel 1000
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required — N/A
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signe Print Name: Grun Simulaine Date: 10/0x/2022
DPS Reviewed Fraguized:
Signed: Date: 100422

FULLY disable building alarm (including Tenshi) Turn outside lights on Disable & mute fire alarm Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA			FRI	SA	ī
Furn outside lights on Disable & mute fire alarm Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA					_ 3
Disable & mute fire alarm Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA					
Turn all applicable switches on (Including Tenshi) Fill out relevant for trading RA			/		
rill out relevant for trading RA					1
2001910					7
Venue check. Walk around whole users and it					\Box
Venue check. Walk around whole venue and check maintenance bits exits not blocked. Ensure all floor surfaces are dry, safe & free of defe	V.	9			- [
Unlock corner door (door 2) with key - leave bolts on	ect				
Staff testing completed and sanitisers available in key areas			_		İ
Check emails for any seems in the service of the characters are as a service of the characters are a service of the characters					
Check emails for any necessary information for the day Print out / prepare all Daily Sheets (Bar checklists, Toilet Checks,					T
allocations, etc.)					-†
Ensure A/Cs and extractors is on					
Tills on with correct prices loaded	_				
Bars set up and ready					
Tables and chairs wiped down and in correct layout					
ALL totlets checked for cleanliness, soan, tollet tissue					
VIPs set up (halos on, signs, buckets), check for hookings					
Check CCTV is working&recording		\perp			
Smoking gate shut and door 1 looked			$= \downarrow$		
EXIT signs stuck on windows (by door 1)					L
Turn clubroom tablet on, rig AFTER					
ruit/boxing machines ON					-
Rope by Door 1 stairs on with correct sign		<u> </u>		_	•
JUB lights ON, house lights OFF					-
Main room rig, laptop, extension lead and projectors		<u> </u>			
Check all TVs are on everywhere					**
Manager's signatur	-				Ę,
menager o signatur	/e.				
orner door (Door 2) locked with a key		3	e · · · · · · · · · · · · · · · ·	and the second of the	
neck roof access is locked					24
utside lights OFF				-	•
uit/boxing machines OFF		+-		_	V
heck bars with supervisor to ensure close-down is satisfactory		 -			•
- Da machines and Halos on charge		-			*
sure A/Cs & extractors is OFF (all rooms!)				$\preceq \downarrow$	-
spirit rooms and cellars locked					•
switches OFF in Tenshi (tablet off first!)	 				•
eck washroom and kitchen - taps, lights, etc OFF	 				V
11 SIENS LOKEN UPP the windows (but do not)	 	-		$=$ \perp	~
tonets (clubs, staff, Tenshi) - checked for popular - i	 	-			V
THE STOCK PRODUCTIVICATION OF THE PARTY AND THE	 	-	 _		M
TOOM SERLOFF	 	-	+-	$\overline{}$	
lets, laptop, projectors shut down correctly	 		1		<u> </u>
stairs & downstairs rigs OFFI!!!!!			-		4
smoking bins hidden behind the fence	 		1		<u> </u>
swithes from the main swich panel OFF					
pe lights and screeens OFF, door locked with a key		$\overline{}$	400		<u>/</u>
shable life alam			-		<u> </u>
ure alarm is correctly armed, lock door 1 from outside :)		<u> </u>	-	- 0	2
Manager's signature:					



Full Name of Manager: Ben B	achwell	_	Day: Thursday
Nature of Operation: Nichs	tclub		Date: 14/04/22
Operation Level: LOW /	MEDIUM Y HIGI	Н	
(Refer to additional Risk Assessmen	nts):		· -
Estimated Attendance: 400		Number of SIA	Door Staff: 🗡
Signed:			
Please tick & sign completed during	g Open Process/Un	it Checks:	
CCTV recording			
→ Fire and Security Checks comple → Fire and Security Checks comple → Fire and Security Checks comple → Fire and Security Checks → Fire and Security → Fire and Security Checks → Fire and Security Checks → Fire and Security → Fire and	eted		
✓ Level of ID Check in place as req	uired .		
Searching policy Level in place a	s required		
Use of drinking vessels level in p	lace as required		
Oispersal Policy Considered for s	shift end & perimet	er	
Tenshi Pre Open SE License Che	cks complete if requ	uired	
SIA Door Staff Present as require	ed & inducted, badş	ges on show	
All duty staff have required Alco	hol Training (See Li	cense) as required	I
When all complete:			
l (the person named and signed bel	ow) have complete	d the operational	checks:
Signed; Print Nam	e: <i><u>Ben 15br</u>a</i>	leise [[Date: 1464/22
DPS Rev <mark>iewed if reauired</mark> :			
Signed: Print Nam	e:	>	Date: 140422



Full Name of Manager: <u> Sen StackUS </u>	Day:
Nature of Operation: Nahtrlub	Date: 15 TO 4 122
Operation Level: LOW / MEDIUM / H	IGH
(Refer to additional Risk Assessments):	
Estimated Attendance:	Number of SIA Door Staff:
Signed:	
Please tick & sign completed during Open Process/	Unit Checks:
CCTV recording	
Fire and Security Checks completed	
Level of ID Check in place as required	
Searching policy Level in place as required	
Use of drinking vessels level in place as required	
Dispersal Policy Considered for shift end & pering	neter
Tenshi Pre Open SE License Checks complete if r	equired
SIA Door Staff Present as required & inducted, b	adges on show
All duty staff have required Alcohol Training (See	e License) as required
When all complete: I (the person named and signed below) have compl	eted the operational checks:
Signed: Print Name: <u>Ben Su</u>	bc/care//
DPS Reviewed if required:	
Signed: Signed: Print Name:	Date: <u>ISO4 27</u>



Full Name of Manager: Ben Blockwell Day: Sortwokey
Nature of Operation: Night Club Date: 16th 164/22
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: 1003 Number of SIA Door Staff:
Signed:
Please tick & sign completed during Open Process/Unit Checks:
GCCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Obispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signed Print Name: Sen Blockwell Date: 16/04/22
DPS Reviewed if required: Signed: Date: 16422



WIGST BE COMPLETED PRIOR TO OPLIVING
Nature of Operation: Ni 64 chb - Date: 17-4-22
Nature of Operation: Ni 64 club - Date: 17-4-22
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: Number of SIA Door Staff: 1
Signed:
Please tick & sign completed during Open Process/Unit Checks:
© CCTV recording
○ Fire and Security Checks completed
Level of ID Check in place as required
() Searching policy Level in place as required
(2) Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
✓ Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
() All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signed: Date: 17-4-22
Signed Date: 1
Signed: Date: 17 -14 - 22
Signed: Date: The Date:

Managers Nightly Opening/Closin	9 011	₩CK []			
FULLY disable building alarm (including Tenshi)	7 H	110	FRI	SA	T S
Turn outside lights on			_		- !-
Disable & mute fire alarm					- 1
Turn all applicable switches on (including Tenshi)					
Fill out relevant for trading RA				T	- _
				1	1
Venue check. Walk around whole venue and check maintenance bits/			/		
exits not blocked. Ensure all floor surfaces are dry, safe & free of defect			,	1-2	
Unlock corner door (door 2) with key - leave bolts on	/				1
Staff testing completed and sanitisers available in key areas				1	1.
Check emails for any necessary information for the day		7		+_	+-
Frint Out / prepare all Dally Sheets /Bar chacklists Tollet Charles	1			+	
discarding, etc.)					1
Ensure A/Cs and extractors is on	1 >	_	_	+	+-
Tills on with correct prices loaded	+ -			+	1~
Bars set up and ready	1	_	_ _		1-
Tables and chairs wiped down and in correct layout	+ -			-	42
ALL toilets checked for cleanliness, soap, toilet tissue	+				1
VIPs set up (halos on, signs, buckets), check for bookings	-				12
Check CCTV is working&recording	1				12
Smoking gate shut and door 1 locked					
EXIT signs stuck on windows (by door 1)					12
Turn clubroom tablet on, rig AFTER			/	1	
Fruit/boxing machines ON			- 1		
Rope by Door 1 stairs on with correct sign					
Club lights ON, house lights OFF		1/	-		1
Vain room rig. Insten	_	1			1
Main room rig, laptop, extension lead and projectors on Check all TVs are on everywhere		 	- 		-
1 VS alle on everywhere					\sim
Manager's signature:					
Other designation (C	4 6 5 5 50		Williams and	Legisla North Control	
other door (Door 2) locked with a key	lbus	1 11	u	SAI	Water Control
heck roof access is locked		1			S
utside lights OFF		//		V	
uit/boxing machines OFF		+-		V	6
heck bars with supervisor to ensure close-down is satisfactory					V
De machines and Haios on charge					V
isure A/Cs & extractors is OFF (all rooms!)					V
spirit rooms and cellars locked					V
switches OFF in Tenshi (tablet off first)		_			V
eck washroom and kitchen - tans lights of OSS		7		V	W
I Signs taken OFF the windows /h					V
tonets (clubs, staff, [enshi] - checked for popular		_ /			V
TOOL STODE IN ICE IN ICE AND A STORY OF THE	_		1		V
W. COM IIGH OFF	_		1		V
plets, laptop, projectors shut down correctly	/				V
stairs & downstairs rine OFFILLIA	-		7		V
stairs & downstairs rine OFFILLIA				?	
e smoking bins hidden behind the force	5			200	
e smoking bins hidden behind the fence swithes from the main swich penel OFF		_			
e smoking bins hidden behind the fence swithes from the main swich panel OFF ce lights and screeens OFF, door looked with			•	5 5 .	V
e smoking bins hidden behind the fence swithes from the main swich panel OFF ce lights and screeens OFF, door locked with a key enable fire alarm					

Manager's signature:

17/04/2022



Full Name of Manager:	MUST BE COM	PLETED PRIC	R TO OPENING	Day:	Tiday	<u> </u>
Nature of Operation:	Night	duk		Date: 🙎	<u>2/04/</u> \	KOSS
Operation Level: LO	W / MEDIUM	/ HIGH			, ,	
(Refer to additional Risk As	sessments):	•				
Estimated Attendance:	400		Number of SIA D	oor Staff:	11	_
Signed:						
	<u> </u>					
Please tick & sign complete	ed during Open Pr	rocess/Unit C	hecks:			
CCTV recording						
Fire and Security Checks	s completed					
Level of ID Check in place	ce as required			·		
Searching policy Level in	n place as require	d				
Use of drinking vessels I	evel in place as re	equired				
Dispersal Policy Consider	ered for shift end	& perimeter				
Tenshi Pre Open SE Lice	nse Checks comp	lete if require	ed			
SIA Door Staff Present a	s required & indu	icted, badges	on show			
All duty staff have requi	red Alcohol Train	ing (See Licer	nse) as required			
When all complete:						
I (the person named and si	gned below) have	e completed t	he operational	checks:		
Signe _ P	rint Name: <u>6</u>	ida Si	umai ciule	Date:	<u>22/04</u>	<i> 2017</i>
DPS Revi <u>ewed if required:</u>	1					
Signed:≼	rint Name:	AR>		Date:	2204	22



MUST BE COMPLETED PRIOR TO OPENING
Full Name of Manager: Day: Day:
Nature of Operation: Bongo's Bingo Date: 23/04/20 ?
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: Number of SIA Door Staff:
Signed:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signe Print Name: Gree Simulaide Date: 23/04/2022
DPS Reviewall if required
Signed: Date: 230427



MUST BE COMPLETED PRIOR TO OPENING
Full Name of Manager: Of La Simuriciale Day: Day:
Nature of Operation: Nature of Operation: Date: 23/04/202
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: Number of SIA Door Staff: 13
Signed:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signe Print Name: Grefa Simuliaide Date: Q3/04/2012
DPS Reviewed if required:
Signed Date: 230427

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FULLY disable building alarm (including Tenshi) Turn outside lights on				
Disable & mute fire alarm	V			
		8		
Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA	•	\$	•	
Venue check Wells and deliging RA				
Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces are dry, safe & free of defect	u		1	W
Onlock corner door (door 2) with key - leave bolts on		A	a 	
Staff testing completed and sanitisers available in key areas		-	-	
Check emails for any necessary information for the day	V			
First Out / prepare all Daily Sheets (Bar checklists, Toilet Charles				
anocarons, etc.)	U	ک ا		
Ensure A/Cs and extractors is on	v	, _		
Tills on with correct prices loaded	6	9 4	2	
Bars set up and ready			, 	
Tables and chairs wiped down and in correct layout			<u></u>	
ALL tollets checked for cleanliness, soan toilet tissue		- 4	4	
VIPs set up (halos on, signs, buckets), check for bookings			4	
Sneck CCTV is working&recording				
Smoking gate shut and door 1 locked				
XIT signs stuck on windows (by door 1)	V			
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lub lights ON, house lights OFF	V			
ain room rig, laptop, extension lead and projectors on	V ,			
heck all TVs are on everywhere		•		
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Manager's signature:				
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Full Name of Manager: Jones Seem Day: Forders.
Nature of Operation: Misht Chib Date: 19-1-27
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: SOO Number of SIA Door Staff:)
Signed:
Please tick & sign completed during Open Process/Unit Checks:
© LCTV recording
Fire and Security Checks completed
() Level of ID Check in place as required
Searching policy Level in place as required
(See of drinking vessels level in place as required
(a) Dispersal Policy Considered for shift end & perimeter
○Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signee Date: 29-4-22
DPS Reviewed if-required
Signed Date: 29042



MUST BE COMPLETED PRIOR TO OPENING Full Name of Manager: Nature of Operation: LOW / (MEDIUM) Operation Level: (Refer to additional Risk Assessments): 600 Estimated Attendance:_ Number of SIA Door Staff: Signed: Please tick & sign completed during Open Process/Unit Checks: CCTV recording Fire and Security Checks completed 🖄 Level of ID Check in place as required O Searching policy Level in place as required Use of drinking vessels level in place as required - all drinks decanted into passic drinking vessels after 2/p. Tenshi Pre Open SE License Checks complete if required — \mathcal{N} /A (inducted, badges on show All duty staff have required Alcohol Training (See License) as required When all complete: I (the person named and signed below) have completed the operational checks: Print Name: Grun Simulainte Date: 30/04/2022 Signed DPS Reviewed if required: rint Name: 🔧 Signed



MUST BE COMPLETED PRIOR TO OPENING Full Name of Manager: Nature of Operation: Operation Level: LOW (MEDIUM HIGH (Refer to additional Risk Assessments): Estimated Attendance:_ Number of SIA Door Staff: Signed: Please tick & sign completed during Open Process/Unit Checks: CCTV recording Fire and Security Checks completed 🖒 Level of ID Check in place as required (V) Searching policy Level in place as required Use of drinking vessels level in place as required Dispersal Policy Considered for shift end & perimeter Tenshi Pre Open SE License Checks complete if required SIA Door Staff Present as required & inducted, badges on show (All duty staff have required Alcohol Training (See License) as required When all complete: I (the person named and signed below) have completed the operational checks: Signed DPS Revi

Signed:**≤**

rint Name:



	ê 1
Full Name of Manager: James Seen	Day: Sandoy - Date: 1 - 5 - 22
Nature of Operation: NOW CWS-	Date: 1 - 5 - 22
Operation Level: LOW / MEDIUM / HIGH	
(Refer to additional Risk Assessments):	
Estimated Attendance: 800	Number of SIA Door Staff:)
Signed	
Please tick & sign completed during Open Process/Unit	Checks:
3 (3)	
⊘ <i>e</i> CTV recording	
Fire and Security Checks completed	
Thevel of ID Check in place as required	•
Searching policy Level in place as required	
se of drinking vessels level in place as required	
@ Dispersal Policy Considered for shift end & perimete	r
Penshi Pre Open SE License Checks complete if requi	red
(2) STA Door Staff Present as required & inducted, badge	es on show
All duty staff have required Alcohol Training (See Lice	ense) as required
When all complete:	
I (the person named and signed below) have completed	the operational checks:
Signed Name: 3000	Date: 1-5-22
	
DPS Revi	
Signed: ≤ int-Name;	Date: 070527

FULLY disable building alarm (including Tenshi) Turn outside lights on Disable & mute fire alarm Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces are dry, safe & free of defect Unlock concer door (door 2) with key- leave boils on Staff testing completed and samilisers available in key areas Check emails for any necessary information for the day Print out / prapare all Daily Sheets (Bar checklists, Tollet Checks, allocations, etc.) Ensure AVCs and extractors is on Tillis on with correct prices loaded Bars set up and ready Tables and chairs wiped down and in correct layout ALL tollets checked for cleanliness, soap, tollet tissue V/V 1 ALL tollets checked for cleanliness, soap, tollet tissue V/V 1 ALL tollets checked for cleanliness, soap, tollet tissue V/V 1 Smoking gate shut and door 1 locked Smoking gate shut and door 1 locked Smoking gate shut and door 1 locked Check CCTV is working&recording Smoking gate shut and door 1 locked Club lights ON, house lights on with correct sign Club lights ON, house lights OFF Main room rig., laptop, extension lead and projectors on Check roof access is locked All pDQ machines and halos on charge sure AVCs & extractors is OFF All pold machines OFF Check bars with supervisor to ensure close-down is satisfactory All pDQ machines and kitchen - taps, lights, etc OFF VV V V V V V V V V V V V V V V V V V	Managers Nightly Opening/Clos	ing C	heck	ist		
Disable & mute fire alarm Turn all applicable switches on (including Tensril) Fill out relevant for trading RA Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces are dry, safe & free of defect Untock corner door (door 2) with key - leave botts on Staff testing completed and sanitisers available in key areas Check emails for any necessary information for the day Print out? prepare all Delty Sheets (Bar checkdists, Toilet Checks, allocations, etc.) Check emails for any necessary information for the day Print out? prepare all Delty Sheets (Bar checkdists, Toilet Checks, allocations, etc.) Ensure A/Cs and extractors is on Tillis on with cornect prices loaded Bars set up and ready Tables and chairs wiped down and in cornect layout ALL toilets checked for cleanliness, soap, toilet tissue ViPs set up (halos on, signs, buckets), check for bookings Check CCTV is working&recording Check CCTV is working&recording Smoking gate shut and door 1 locked AZXT signs stuck on windows (by door 1) Turn cubroom tablet on, rig AFTER Finultboxing machines OF Club lights ON, house lights OFF Ruit/boxing machines OFF Check are with supervisor to ensure close-down is satisfactory ALL pold machines and Halos on charge sure A/Cs & extractors is OFF (all rooms) All switches OFF in Tenshit (believe of first!) Check has with supervisor to ensure close-down is satisfactory ALL pold machines and Halos on charge sure A/Cs & extractors is OFF (all rooms) All switches OFF in Tenshit (believe of first!) Check bars with supervisor to ensure close-down is satisfactory ALL pold machines and Halos on charge sure A/Cs & extractors is OFF (all rooms) All switches OFF in Tenshit (believe of first!) Check bars with supervisor to ensure close-down is satisfactory VV VV Lit doors/exits closed properly (CHECKI), locked & chained if necessary VV VV Later from light of Fi ablets, laptop, projectors shut down correctly venable fire alarm vv VV VV venable from t		AND TO	The state of the s		7 84	
Disable & mute fire alarm Turn all applicable switches on (including Tenshi) Turn all applicable switches on (including Tenshi) Fill out relevant for trading RA Venue check. Walk around whole venue and check maintenance bits/ exits not blocked. Ensure all floor surfaces are dry, sale & free of defect Unlock corner door (door 2) with key-leave botts on Staff testing completed and sanitisers available in key areas Check emails for any necessary information for the day Print out? propare all Daily Sheets (Bar checklists, Toilet Checks, allocations, etc.) Ensure A/Cs and extractors is on Tills on with correct prices loaded Bars set up and ready Tables and chairs wiped down and in correct jayout ALL toilets checked for deanliness, soap. toilet tissue V/P3 set up (finite on, signs, buckets), check for bookings V/P3 set up (finite on, signs, buckets), check for bookings V/P3 set up (finite on, signs, buckets), check for bookings Smoking gate shut and door 1 locked Smoking gate shut and door 1 locked Smoking gate shut and door 1 locked AUT signs stuck on windows (by door 1) Turn clubroom tablet on, rig AFTER Fruitbooking machines ON Rope by Door 1 stairs on with correct sign Club lights On. house lights OFF Fruit booking machines OFF Main record facess is locked Outside lights OFF Fruit booking machines OFF Check cars with supervisor to ensure close-down is satisfactory ALL PDQ machlines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) All spirit come and callars locked All switches OFF in Tenshi (tablet off first!) V/V V/V ALL PDQ machlines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) All spirit come in the supervisor to ensure close-down is satisfactory V/V V/V ALL DQD machlines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) All spirit come in the supervisor to ensure close-down is satisfactory V/V	Turn outside lights on			1	17	/
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sure alarm is correctly armed, lock door 1 from outside :)			-/-	-		
	sure alarm is correctly armed lock does 4.5		- 			
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S	Manager's signature:					
	11/I 01/05/2000		Hall,			

W/E 01/05/2022



MUST BE COMPLETED PRIOR TO OPENING
Full Name of Manager: Greta Simuvicinte Day: Friday
Nature of Operation: Night club Date: 06/05/207:
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: Number of SIA Door Staff: 1
Signed:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
i (the person named and signed below) have completed the operational checks:
Signed Print Name: Green Sincovicite Date: 06/05/2022
DPS Reviewed if required:
Signed: Date: Date: Date:



MUST BE COMPLETED PRIOR TO OPENING
Full Name of Manager: Greta Sinavicite Day: Squaday
Nature of Operation: Night Cub Date: 07/05/2822
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: 1000 Number of SIA Door Staff: 17
Signed:
Please tick & sign completed during Open Process/Unit Checks:
© ÇCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Sign Print Name: Green Simmiciale Date: 07/05/2072
DPS Reviewed if required:
Signed: Date: 070528

FILLY discable health,		FR	a Is	AT		
FULLY disable building alarm (including Tenshi) Turn outside lights on		V				
Disable & mute fire alarm						
			-			
Turn all applicable switches on (including Tenshi)				,		
Fill out relevant for trading RA		マ		/		
Venue check. Walk around whole venue and check maintenance bits/						
exits not blocked. Ensure all floor surfaces are dry, safe & free of defect	1		V	7		
Unlock corner door (door 2) with key - leave bolts on	1	V	V	,		
Staff testing completed and sanitisers available in key areas	1	V	J			
Check emails for any necessary information for the day	+	J				
Print out / prepare all Daily Sheets (Bar checklists, Toilet Checks, allocations, etc.)	+	<u> </u>				
		J	₩	,		
Ensure A/Cs and extractors is on	 		J	,		
Tills on with correct prices loaded		TV	V			
Bars set up and ready	†	J	₩.			
Tables and chairs wiped down and in correct layout	 	ŤŽ	J	<u> </u>		
ALL toilets checked for cleanliness, soap, toilet tissue	l —	Ť	$+ \dot{\mathbf{v}}$. 1		
virs set up (haios on, signs, buckets), check for bookings	 	- 5	+ v	-		
Check CCTV is working&recording			T			
Smoking gate shut and door 1 locked		1		 		
EXIT signs stuck on windows (by door 1)		V	~~	+-		
Turn clubroom tablet on, rig AFTER		V		 		
ruit/boxing machines ON			T V			
Rope by Door 1 stairs on with correct sign		Y	Y	+-		
Club lights ON, house lights OFF		7	Y	-		
Main room rig, laptop, extension lead and projectors on		V	 3	+		
heck all TVs are on everywhere		V	+ -	1		
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precipitation of the property (CHECKI), locked & chained if necessary for the property of the windows (by door 1) and or specific to the property (CHECKI), locked & chained if necessary for the property of the property		>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>				
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precipitation of the property (CHECKI), locked & chained if necessary for the property of the windows (by door 1) and or specific to the property (CHECKI), locked & chained if necessary for the property of the property		>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>				

W/E 08/05/2022



MUST BE COMPLETED PRIOR TO OPENING
Full Name of Manager: Greta Sinavicine Day: Friday
Nature of Operation: Nightclub Date: 13/05/2022
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: 800 Number of SIA Door Staff: 12
Signed:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Fire and Security Checks completed
Evel of iD Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signer Print Name: Grea Sinviciale Date: 13/05/2022
DPS Reviewed ik required:
Signed: Date: \30527



MOST BE COMPLETED PRIOR TO OPENING
Full Name of Manager: Orth Sinaricine Day: Salurday
Nature of Operation: Nintella Date: 14/05/2022
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: Number of SIA Door Staff: 17
Signed:
Please tick & sign completed during Open Process/Unit Checks:
© CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signed Print Name: 682 Sivaviaile Date: 14/05/2022
DPS Reviewed if required:
Signed: Date: 140527

FULLY disable building alarm (including Tenshi)	ng Che	FR		T S
7 drift outside lights on			/ /	-
Disable & mute fire alarm		V		
Turn all applicable switches on (including Tenshi)		V	/	'
i in out relevant for trading RA		V	1 1	1
Venue check, Walk around what		V	1 1	+
		V		
Land Cool 21 Will Key - 16216 Botto				
Staff testing completed and sanitisers available in key areas		J	1	_
Check emails for any asset savaliable in key areas		1		+-
Check emails for any necessary information for the day		—	-	+
Print out / prepare all Daily Sheets (Bar checklists, Toilet Checks, allocations, etc.)	 -	<u> </u>		
Ensure A/Cs and extractors is on		J	V	
Tills on with correct prices loaded		J	+-,	╀
Bars set up and ready	1	1 5		<u> </u>
Tables and chairs when his	+	-	<u> </u>	<u> </u>
Tables and chairs wiped down and in correct layout	 	-	V	
ALL toilets checked for cleanliness, soap, toilet tissue	 -		V	
TO GOT UP THE STORE STORE STORES	-		<u> </u>	
		<u> </u>	J	
Smoking gate shut and door 1 locked	 	J	V	
EXIT signs stuck on windows (by door 1)			V	
rum dubroom tablet on, rig AFTER			LV	
ruit/boxing machines ON		J	V	***************************************
Rope by Door 1 stairs on with correct sign		J	V	
Add fights ON, house lights OFF		√ _A	J	
Main room rig, laptop, extension lead and projectors on		V	V.	
heck all TVs are on everywhere		V	V,	
Maria			3//	
Manager's signature:				
Orner door (Door 2) locked with a key		ERI 7	(SATE E	STREETS OF
neck roof access is locked		1		UN
told P			Y	
iside lights OFF			Y	
utside lights OFF uit/boxing machines OFF	-		V	
uit/boxing machines OFF			# 1	
uit/boxing machines OFF eck bars with supervisor to appear		V	<u>/</u>	
eck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on the		V	J	
eck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (2)		3	J	
eck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked.		Y	ソソソ	
eck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off 5 miles)		3 3 3	シンン	
eck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!)		シンソン	シンソンソ	
eck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!) sck washroom and kitchen - taps, lights, etc OFF	2.61	>) >) >) >)	3 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7	
cit/boxing machines OFF eck bars with supervisor to ensure close-down is satisfactory L PDQ machines and Halos on charge sure A/Cs & extractors is OFF (all rooms!) spirit rooms and cellars locked switches OFF in Tenshi (tablet off first!) sck washroom and kitchen - taps, lights, etc OFF I signs taken OFF the windows (by door 1) toilets (clubs, staff, Tenshi)		7)7777	シンソンソ	
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15/05/2022 W/E



MUST BE COMPLETED PRIOR TO OPENING
Full Name of Manager: Greta Sivavicinte Day: tridan
Nature of Operation: Nightclub Date: 20/05/12022
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: Number of SIA Door Staff: 2
Signed:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signed Print Name: Greta Sinavicinte Date: 20/05/2022
DPS Reviewed if required:
Signed Date: 200527



MUST BE COMPLETED PRIOR TO OPENING
Full Name of Manager: Scha Simonicine Day: Saturda
Nature of Operation: Bongs's Bives Date: 21/05/2022
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: 500 Number of SIA Door Staff: 8
Signed:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required —
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signed Print Name: Greb Simavitile Date: 21/05/2022
DPS Revi <u>ewad if required:</u>
Signed: Date: 210527



MUST BE COMPLETED PRIOR TO OPENING
Full Name of Manager: Creta Simoviciate Day: Saturday
Nature of Operation: Nature of Operation: Date: 2/05/2822
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: Number of SIA Door Staff: 14
Signed:
Please tick & sign completed during Open Process/Unit Checks:
a a contract of the contract o
CCTV recording
Fire and Security Checks completed
Evel of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signe Print Name: Greek Simerciale Date: 21/05/2022
DPS Rev <u>iewed if require</u> d:
Signed: Date: 210522

Managers Nightly Opening/Closing	Check	list		
ORENING	100		SAT	SUN
FULLY disable building alarm (including Tenshi)				
Turn outside lights on & check roof access is locked				
Check fire alarm				
Turn all applicable power switches on (including Tenshi)				
Fill out relevant for trading RA				
Venue check. Walk around whole venue and check maintenance bits/				
exits not blocked. Ensure all floor surfaces are dry, safe & free of defect				
Unlock corner door (door 2) with key - leave bolts on			~	
Check fire extinguishers are present in dedicated locations			~	
Check emails for any necessary information for the day Print out / prepare all Daily Sheets (Bar checklists, Toilet Checksheets/			<u></u>	
H&S patrol checksheets, allocations, etc.)				
Ensure A/Cs and extractors are on				
Tills on with correct prices loaded, PDQs working and charging				
Bars set up and ready			<u> </u>	
Tables and chairs wiped down and in correct layout				
ALL toilets checked for cleanliness, soap, toilet tissue			V	
VIPs set up (halos on, signs, buckets), check for bookings				
Check CCTV is working & recording			V	
Main smoking gate shut and door 1 locked				
EXIT signs stuck on windows (by door 1)			~	
Turn clubroom tablet on, rig AFTER			\	
Fruit/boxing machines ON			~	
Rope by Door 1 stairs on with correct sign			•	
Club lights ON, house lights OFF			V	
Activate smoking area white gate alarm			~	
	+			
Main room rig, laptop, extension lead and projectors on	 		A	4
Check all TVs are on everywhere Manager's signature:	:			
	16.000 Marin (16.00)			19020
CLOSING	4,225,22			STEINING .
Corner door (Door 2) locked with a key	_	-		
Turn outside lights OFF & check roof access is locked				
Fruit/boxing machines OFF	╄			
Check bars with supervisor to ensure close-down is satisfactory		 		
ALL PDQ machines and Halos on charge				
Ensure A/Cs & extractors are OFF (all rooms!)				
All spirit rooms and cellars locked	-			
All power switches OFF in Tenshi (tablet off first!)		1		
All power switches OFF in Tenshi (tablet off first!)				-
All power switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1)		7		
All power switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1)		7		
All power switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps			/	
All power switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECK!), locked & chained if necessary			/	
All power switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECK!), locked & chained if necessary Staff room light OFF			/ / / / /	
All power switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECK!), locked & chained if necessary Staff room light OFF Tablets, laptops, projectors shut down correctly				
All power switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECK!), locked & chained if necessary Staff room light OFF Tablets, laptops, projectors shut down correctly Upstairs & downstairs rigs OFF!!!!!!	n			
All power switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECK!), locked & chained if necessary Staff room light OFF Tablets, laptops, projectors shut down correctly Upstairs & downstairs rigs OFF!!!!!! Blue smoking bins hidden behind the fence; main smoking area gate oper	n			
All power switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECK!), locked & chained if necessary Staff room light OFF Tablets, laptops, projectors shut down correctly Upstairs & downstairs rigs OFF!!!!!! Blue smoking bins hidden behind the fence; main smoking area gate oper All power swithes from the main switch panel OFF	n			
All power switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECK!), locked & chained if necessary Staff room light OFF Tablets, laptops, projectors shut down correctly Upstairs & downstairs rigs OFF!!!!! Blue smoking bins hidden behind the fence; main smoking area gate oper All power swithes from the main switch panel OFF Office lights and screeens OFF, door locked with a key	n			
All power switches OFF in Tenshi (tablet off first!) Check washroom and kitchen - taps, lights, etc OFF EXIT signs taken OFF the windows (by door 1) ALL toilets (clubs, staff, Tenshi) - checked for people and running taps ALL doors/exits closed properly (CHECK!), locked & chained if necessary Staff room light OFF Tablets, laptops, projectors shut down correctly Upstairs & downstairs rigs OFF!!!!!! Blue smoking bins hidden behind the fence; main smoking area gate oper All power swithes from the main switch panel OFF	n			

W/E 22/05/2021



MUST BE COMPLETED PRIOR TO OPENING Full Name of Manager: Si was civile Day Fri don
Nature of Operation: Nature of Operation: Nature of Operation:
Date. & 17050
(Refer to additional Risk Assessments):
900
Signed:Number of SIA Door Staff:
Jigneu
Please tick & sign completed during Open Process/Unit Checks:
© CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signed Print Name: Green Simmigue Date: 27/05/2022
DPS Reviewed if required:
Signed? Print Name: APS Date: 270522



MUST BE COMPLETED PRIOR TO OPENING
Full Name of Manager: Orla Simoni civile Day: Stringcy
Nature of Operation: Nimbelub Date: 28/05/28 2
Operation Level: LOW / MEDIUM / HIGH
(Refer to additional Risk Assessments):
Estimated Attendance: Number of SIA Door Staff:
Signed:
Please tick & sign completed during Open Process/Unit Checks:
CCTV recording
Fire and Security Checks completed
Level of ID Check in place as required
Searching policy Level in place as required
Use of drinking vessels level in place as required
Dispersal Policy Considered for shift end & perimeter
Tenshi Pre Open SE License Checks complete if required
SIA Door Staff Present as required & inducted, badges on show
All duty staff have required Alcohol Training (See License) as required
When all complete:
I (the person named and signed below) have completed the operational checks:
Signe Print Name: Geta Simuriciale Date: 28/05/2022
DPS Review A
Signed: AU Trint Name: AU

Managers Nightly Opening/Closing	Check	dist		
OPENING !		FRIE	SAT	SUN:
FULLY disable building alarm (including Tenshi)				- allered and an entire start
Turn outside lights on & check roof access is locked				
Check fire alarm				
Turn all applicable power switches on (including Tenshi)		0		
Fill out relevant for trading RA				
Venue check. Walk around whole venue and check maintenance bits/	<u> </u>			
exits not blocked. Ensure all floor surfaces are dry, safe & free of defect				
Unlock corner door (door 2) with key - leave bolts on				
Check fire extinguishers are present in dedicated locations				
Check emails for any necessary information for the day				
Print out / prepare all Daily Sheets (Bar checklists, Toilet Checksheets/				
H&S patrol checksheets, allocations, etc.)			_	
Ensure A/Cs and extractors are on				
Tills on with correct prices loaded, PDQs working and charging				
Bars set up and ready				
Tables and chairs wiped down and in correct layout			_	
ALL toilets checked for cleanliness, soap, toilet tissue				
VIPs set up (halos on, signs, buckets), check for bookings				
Check CCTV is working & recording			-	
Main smoking gate shut and door 1 locked				
EXIT signs stuck on windows (by door 1)				
Turn clubroom tablet on, rig AFTER				
Fruit/boxing machines ON				
Rope by Door 1 stairs on with correct sign				
Club lights ON, house lights OFF				
Activate smoking area white gate alarm				
Main room rig, laptop, extension lead and projectors on				
Check all TVs are on everywhere				
Manager's signature:				
<u>eleosine</u>	Alexandria	FRI ERI	**SAT	SHN
Corner door (Door 2) locked with a key	THE PROPERTY.			20 2 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Turn outside lights OFF & check roof access is locked				
Fruit/boxing machines OFF				
Check bars with supervisor to ensure close-down is satisfactory				
ALL PDQ machines and Halos on charge				
Ensure A/Cs & extractors are OFF (all rooms!)				
All spirit rooms and cellars locked				
All power switches OFF in Tenshi (tablet off first!)				
Check washroom and kitchen - taps, lights, etc OFF				
EXIT signs taken OFF the windows (by door 1)				
ALL toilets (clubs, staff, Tenshi) - checked for people and running taps				
ALL doors/exits closed properly (CHECK!), locked & chained if necessary		11		
Staff room light OFF				
Tablets, laptops, projectors shut down correctly				
Upstairs & downstairs rigs OFF!!!!!				
Blue smoking bins hidden behind the fence; main smoking area gate open				
All power swithes from the main switch panel OFF				
Office lights and screeens OFF, door locked with a key Ensure fire alarm is fully set; deactivate smoking area white gate alarm				
Ensure hire alarm is rully set; deactivate smoking area white gate alarm Ensure building alarm is correctly armed, lock door 1 from outside:)				
Monogoria oignoturo:				
W/E 29/05/2022				

23/05/2022