



Handy checklist for starting a takeaway business

Completed

BUSINESS IDEA

- Company name?
- Food type.....
- What is my mission statement?
- What will I be providing and how?

PREMISES

- Does it have good footfall? (customers walking past)
- Does it have good parking?
- Rent? Buy?
- Fit for purpose? (remember some industrial premises will not allow collections or walk in customers)
- Renovation required?

EQUIPMENT

Kitchen

- cooker
- refrigeration
- preparation tables
- pots and pans
- utensils
- knives
- cutting surfaces
- cleaning equipment

Front of house

- money till
- EPOS or order pads
- waiting area furniture
- cleaning equipment

- Delivery vehicle(s)

SUPPLIERS

- Food fresh
- Food dried
- Drink
- Food containers
- Condiments
- Sauces
- Napkins
- Carrier bags

- Order cheap takeaway menus
- food ordering website
- Cleaning/storage

Completed

STAFF

- Chef
- Assistant chef
- Washup/cleaner
- Front of house
- Delivery drivers

BUSINESS STUFF

- Register with HMRC
- Register to trade with local council
- Food hygiene certificates
- health and safety certificates
- Business rates
- Business energy tariffs
- Phone lines
- Internet connection (business contract may help protect you from loss of income)
- Insurance
- Banking
- Online merchant banking (CardSave, Paypal etc)

Marketing

- logo and branding
- advertising (register with the local and internet directories - Yell etc)
- shop front signage and posters
- leaflets/menus
- opening discounts to encourage patronage
- Set Opening times

Additional things to do

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please note this is not an exhaustive list, its just a starting point to get you going.

TARGET DATE FOR OPENING

we at CTM wish you the best of luck!



GREAT, CHEAP Takeaway Menus from **ONLY £239!**



FREE WEBSITES

...with all menu printing orders!

