

Planning Checklist: **BEVERAGE CENTER**

Key Considerations

Use It

How frequently is it used?

See It Should it be visible/displayed or

behind a door or in a drawer?

Plug It Does it require a nearby outlet?

Count It

Toss It

How many items need to be accommodated?

Move It Is there a more appropriate place for it?

Is it time to dispose of it?

	Us	Use It					See It		g It	Count It	Move It	Toss It	Notes
	Always	Often	Occasional	Seasonal	Seldom	Yes	°Z	Yes	2				
All the Stuff													
Alcohol bottle													
Wine bottles													
Beverage cans			<u> </u>	; !			!						
Beverage bottles			†				i						
Munchies													
Napkins							İ						
Wine glasses		ļ	;				!						
Mugs	·		 				 						
Goblets													
Refrigerator	-												
Sink							 						
Supplies							ļ						
Towels							<u> </u>						
Utensils (corkscrew)		ļ	ļ				ļ						
Trash receptacle		L	ļ				ļ						
Display items							 						
Artwork													
Bar lamp		ļ	!				ļ						
Other:			i 	; ; ;			ļ		! !				
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