

Salon Sanitation & Closing Checklist

Keep every station inspection-ready.

Daily

- Sanitize each station between clients (chair, headrest, armrests)
- Disinfect tools (combs, scissors, clippers) after every client
- Replace used towels, capes and gowns
- Clean and disinfect wash basins
- Sweep cut hair from each station
- Sanitize reception desk, card reader and door handles

Inspector-ready record

Date · Station · Task · Completed by · Time · Photo on file

Weekly

- Deep-clean basins and drain traps
- Launder all linens at high temperature
- Disinfect waiting area seating and surfaces
- Wipe product shelves and retail displays
- Mop floors and clean mirrors

Monthly

- Clean HVAC vents and replace filters
- Descale and flush water lines at basins
- Audit product expiry dates
- Review the sanitation log for gaps