|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Store Inspection Rating Form** | | | | |
| **Date\*：** | | | | |
| **Filled By\*** | |  | **Store Name/Number \*** |  |
| **Hygiene Condition** | | | | |
| **NO.** | **Inspection Content** | | | **Rating** |
| **1.** | **Store products have no visible dirt or dust on both exterior and interior** | | |  |
| **2.** | **The floor is free from noticeable stains such as water droplets, paper, or food** | | |  |
| **3.** | **Walls and ceilings are free from cobwebs and any attached dirt** | | |  |
| **4.** | **Glass surfaces are clean and transparent, without watermarks or visible dirt** | | |  |
| **Display Items** | | | | |
| **NO.** | **Inspection Content** | | | **Rating** |
| **1.** | **Store products are placed appropriately, attractively, and neatly** | | |  |
| **2.** | **Accessories and promotional materials are positioned reasonably and aesthetically, without being disorganized** | | |  |
| **3.** | **Bedding is matched well and displayed in an organized and presentable manner** | | |  |
| **4.** | **Brand promotional materials and office supplies (including neatly organized receipts for easy retrieval) are properly arranged** | | |  |
| **Employee Appearance** | | | | |
| **No.** | **Inspection Content** | | | **Rating** |
| **1.** | **Uniform wearing of work attire. Work attire should be clean and tidy, without noticeable stains or significant wrinkles.** | | |  |
| **2.** | **Hairstyles should be neat and clean, without noticeable dandruff or other dirt. Male employees should shave their facial hair at least once a week.** | | |  |
| **3.** | **Female employees should wear light makeup and avoid wearing exaggerated accessories.** | | |  |
| **Remarks** |  | | | |