

Kitchen Supplies / Breakroom Checklist

- Coffee**
 - Caffeinated coffee
 - Decaf coffee
 - Specialty / flavored coffee
 - Cold Brew
- Tea**
 - Caffeinated black tea
 - Green tea
 - Herbal tea
 - Hot chocolate
 - Chai tea
 - Hot apple cider packets
- Non-Coffee/Tea Options**
 - Water flavor enhancers (like powdered mixes)
 - Kombucha
 - Soda
 - Sports drinks
 - Flavored sparkling water
 - Fruit juices
 - Iced tea
 - Canned lattes / cold brew
- Filtered Water**
 - Still filtered water
 - Sparkling water
- Hot Water Access**
- Ice**
- Creamers**
 - Dairy creamer
 - Flavored creamers
 - Soy-based creamer
 - Almond-based creamer
 - Coconut-based creamer
- Sweeteners**
 - Sugar
 - Raw sugar
 - Splenda
 - Stevia
 - Honey
- Snacks**
 - Salty:** pretzels, crackers, popcorn
 - Sweet:** chocolate, cookies, candies
 - Paleo:** nuts, seeds, seaweed snacks, jerky
 - Vegan:** fruit, granola bars, nut butters
 - Gluten-free:** hummus, popcorn, dried fruit
 - Low-sugar:** nuts, string cheese, popcorn
 - Breakfast items:** yogurt, granola bars, oatmeal
 - Protein-packed:** Greek yogurt and hard-boiled eggs
 - Snack bars and protein bars
 - Vegetable chips, protein chips, & popcorn
 - Nut butters, guacamole & hummus
 - Dried fruit and trail mix
- Tableware / Silverware**
 - Utensils
 - Drinking glasses / cups
 - Hot liquid cups / mugs
 - Plates
 - Bowls
 - Serving platters
- Paper Products**
 - Napkins
 - Paper towels
- Cleaning Supplies**
 - Dish Soap
 - Dishwasher detergent
 - Sponges
 - Countertop spray
 - Hand soap
 - Broom / dustpan
 - Trash bags
- First Aid Kit**
- Fire Extinguisher**
- Equipment**
 - Coffee machine(s)
 - Single-serve coffee machine
 - Airpot/thermal brewing machine
 - Bean to cup brewer
 - Espresso machine
 - Microwave
 - Refrigerator
 - Ice maker
 - On-tap system for cold brew and/or kombucha
- Extras**
 - Birthday candles
 - Wine opener
 - Bottle opener
 - Cake server
- Room Amenities**
 - Table
 - Chairs
 - Comfortable seating
 - Magazine subscriptions
 - Plants