

Chinese Takeout Packaging Checklist

Order-level checks

Customer name:

Order number:

Pickup / delivery:

Utensils requested?

Napkins included?

Sauces included?

Spice oil included?

Allergy note checked?

Packaging by dish type

Crispy fried items:

- Vent lid or separate from sauce
- Sauce packed separately
- Avoid sealing while steaming hot

Noodles:

- Use wide container
- Prevent sauce pooling when possible
- Include chopsticks / fork as appropriate

Rice plates:

- Separate wet sauces when possible
- Keep garnish separate if it wilts

Soup / broth:

- Leak-proof container
- Broth separated from noodles when possible
- Label hot liquid

Dumplings / dim sum:

- Vent if fried
- Prevent sticking
- Include dipping sauce

Hot pot / malatang:

- Separate broth, proteins, vegetables, noodles, and dipping sauces
- Label spicy broth
- Check lid seal twice

Final bag check

- Cold items separated from hot items
- Heavy items on bottom
- Sauces upright
- Receipt attached
- Allergy or modification note visible