1. **Handle glassware with care.** Sudden contact with any hard surface or object can weaken the surface and increase the chance of breakage and chipping.

2. **Do not use glassware to store silverware.**

3. **Never stack glasses.** Avoid glass-to-glass contact.

4. **Never scoop ice with a glass.** Use a plastic scoop.

5. **Place glassware, silverware and china in separate bus tubs.**

6. **Never pick up multiple glasses with one hand.**

7. **Utilize the correct rack system for glassware.** A divided rack is always recommended.

8. **Minimize the risk of thermal shock** (the result of a rapid temperature change in the glassware, which can create stress and/or cracking).
   
   a. Empty ice from glasses as soon as possible to allow more time for the glasses to reach room temperature before washing.

   b. Never pour cold liquid into a hot glass or hot liquid into a cold glass. A recently washed glass should be allowed to reach room temperature before being placed back in service.

More information on back page.

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Extend the Life of Your **China**

1. **Be careful with dishware in the dishroom** – 78 - 80% of all china breakage occurs in the soiled dish area.
2. **Place glassware, silverware and china in separate bus tubs.**
3. **Avoid stacking soiled china more than approximately 12 pieces high.**
4. **Avoid allowing soiled china to stand overnight.** It is best to wash soiled china within 30 to 40 minutes after use. Coffee, tea and certain food acids can cause staining if soiled china is allowed to stand for extended periods.
5. **Pre-rinse china before dishwashing.** Food particles and grease can bake on the china in the hot water temperature of the dishmachine.
6. **Do not use bleach for soaking, removing stains or sanitizing.** It damages the finish.
7. **Improper use of a pre-soak solution can cause a chemical reaction with the china’s glaze, etching the glaze surface.** Once etched, the surface is more prone to glaze abrasion, metal marking and food staining.
8. **NEVER remove stains or dried on foods with scouring powders, pads or knives.** They will permanently scratch the china’s surface, making staining even more likely.
9. **Be aware that contact of china with aluminum or lower grade stainless can result in the direct deposit of metal on the bottom of the china.** This can transfer to the top of other china, resulting in scratching or dark, unattractive markings.

Extend the Life of Your **Flatware**

1. **Follow proper procedure for cleaning silverware.**
2. **Rinse silverware as soon as possible after each use to remove food particles.** Eggs, vinegar and acids found in foods readily discolor silverware.
3. **To avoid scratching, don’t use steel wool or metal scrapers.** Use a nylon-scouring pad if needed.
4. **Use a plastic pan to pre-soak silverware.** Do not use an aluminum pan because it can cause discoloration.
5. **Avoid leaving silverware in the pre-soak solution for more than 20 minutes.** Chemicals accumulate in the pre-soak and may damage the silverware.
6. **Do not use bleach because it is caustic.**
7. **Make sure your silverware is clean and dry before storing to avoid corrosion.**