

Antique Shop Risk Assessment Checklist

- ☐ Ensure item authenticity with necessary certificates.
- ☐ Special handling for fragile antiques.
- ☐ Climate-controlled storage for sensitive items.
- ☐ Secure storage for valuable items.
- ☐ Fire safety precautions and extinguishers in place.
- ☐ Regular cleaning to protect from dust and pests.
- ☐ Optimal lighting to showcase items without damage.
- ☐ Adequate insurance coverage for items on sale.
- ☐ Clearly labelled items with information and price.
- ☐ Safe and transparent payment methods.
- ☐ Clearly marked and unblocked emergency exits.
- ☐ Regular staff training on handling and care of antiques.
- ☐ Efficient inventory tracking system.
- ☐ CCTV surveillance for security.
- ☐ Anti-theft systems in place.
- ☐ Dedicated customer service and enquiry section.
- ☐ Safe and equipped area for antique restorations, if offered.
- ☐ Regular pest control checks.
- ☐ Secure and stable shelving/display units.
- ☐ Flooring clear of trip and slip hazards.
- ☐ First Aid kit available and accessible.
- ☐ Proper break areas for staff.
- ☐ Clear return and refund policy.
- ☐ Guidelines on item handling for customers.
- ☐ Public liability insurance in place.
- ☐ If selling online, proper online security measures.
- ☐ Data protection and GDPR compliance.
- ☐ Regular audits of items and financial transactions.

Please remember: these are minimum precautions only and you should check with local regulations; and possibly industry experts; to ensure that you keep safe and stay within the law.