

WORKSHEET 10 · CHAPTER 10 · THE PROJECT PLAN

Project Timeline Template

Print, complete by hand, or use as a working review sheet.

Instructions

Map the critical path from today to opening night. Each task has a duration, dependency, and owner.

Timeline Phases

Phase 1: Foundation

Entity, shareholders' agreement, lease, licensing, insurance.

Phase 2: Design and Permitting

Design, permits, approvals, Gate 2 sign-off.

Phase 3: Build-Out

Contractor, construction, FF&E, technology.

Phase 4: Pre-Opening

Recruitment, menu, marketing, training, Gate 3 sign-off.

Phase 5: Launch

Friends and family, soft launch, Gate 4, opening night.

Contingency Buffer

Weeks built between construction completion and opening.