

SNACK BAR

(Opening Procedures)

STEPS

#1 Please arrive at 3:30pm to set up (4:00-8:00pm the store is open).

#2 Go to the main gate of Girsh Park Turf (Phelp's entrance) and if locked use gate code 1-9-8-0.

#3 Immediately turn right towards the hotel. When you arrive at the shed, use code 4-9-5-6-0 to retrieve the key and unlock the shed. Place key back inside lockbox and LOCK shed. DO NOT leave it open.

#4 Once in the shed you will locate the following items (on Right Side Shelf) to bring out to main entrance (Phelps side entrance):

- The Tent & Table should already be set up inside the main gate.
- CASH BOX
- 4 Plastic Bins (H2), Food, & Signs for Prices)
- Set up 2 trash cans (one on each side of the turf at the middle line of field). Make sure you put liners in so food items go into BAGS!
- Grab a few chairs if you would like to sit down.

#5. Place one item of each product on the front of the table to display what you are selling.

(Closing Procedures)

STEPS

#1 – TEXT 805-259-8773 specific list of items that have 10 items or less in stock so we can refill.

#2 Unlock the shed, use code 4-9-5-6-0 to retrieve the key and unlock shed. Place key back inside lockbox.

#3 - Pack ALL snacks, making sure items have been stored in **SEALED** plastic bins and SEALED plastic bins boxes. Place back on the right shelf inside the shed. **PLACE CASH BOX ON TOP OF BIN.**

#4 - Return all Chairs

#5 – Return the tent and Table to the other shed (to the left side of main entrance). Ken will show you where these items go.

#6– Gather the 2 Trash cans and pull all bags. Dump all the trash from these 2 cans into one trash bag, Please be sure to use the GLOVES provided for you in the shed. Put all of the trash from night in the trash can outside the front gate or beside this can. Return both trash cans into the shed.