

## **Concessions Opening Instructions**

### **Getting Started...**

**Turn warming ovens on. There's a big red button on the bottom of the oven.**

**If it's a night that pizza has been donated, place it in the warmers.**

**Take all staples out of the storage cabinet in the back room and organize behind the counter. Candy, chips, peanuts, cookies, etc. Also take out napkins, plates, cups, salt, pepper, etc. Take condiments out of the refrigerator.**

**Start a pot of hot water for hotdogs and for hot chocolate if it's cold. There are foil sheets to wrap a few hotdogs/buns to keep in the warming drawers. Hot dogs are either in fridge or freezer.**

**Set out the price sheets**

**On cold nights, make coffee (6 heaping Tablespoons for 1 pot) and have hot water ready for hot chocolate.**

**No burgers yet....let's wait until it's warmer and attendance warrants.**

**If you have time and manpower, and the crowd warrants it, you can make hamburgers. Use the grill outside. The starter never really works correctly so you may have to light with a match or lighter. They are in the basket on the shelf with paper goods. Wrap some burgers/cheeseburgers in foil and place in the warming drawer. There is some Montreal steak seasoning to sprinkle on while cooking.**

**Salted hot pretzels are a big seller. You can make a few of these ahead of time and place them in the warming drawer. We found that baking in the oven for 10 minutes or so worked best.**

**Cash pouch will be delivered and picked up from you at the end of the night.**

**Be sure that any food or condiments or paper goods come from a shelf or area marked "SOCCER". We share space with Lacrosse and don't want to take from their goods.**

**Thank you for volunteering!!!**

## Concessions Closing Instructions

### Closing/Cleanup

- Wash all utensils, pots, coffee pots, crockpots, griddles, and put back where you found them.
- Wipe down all counters
- Put all perishable things in fridge on the top shelves marked “soccer”
- Please leave a note or let Carolyn Metts know (text 678-232-3872) if we are out of anything or running low.
- Put all nonperishable things in back beige cabinet with combination padlock. And, if no one has picked up the cash pouch, be sure to count all the money and mark on the signout sheet accordingly and place the entire folder in this beige cabinet, too.
- Close window to the front counter and make sure it’s locked
- Turn off stove and warming drawers
- **Be sure heaters or fans are not left on.** Chocolate will melt!
- The door to the concession stand should automatically lock behind you. Please be sure to check it!

**Bathroom code 2 & 4 together and then 3. Don't tell anyone!!!!**

**Lockbox 2517 in outside storage area to obtain concessions door key**

**Soccer storage cabinet right once to 33, left twice to 19, right once to 29**