

Working the Concession Stand

Opening the Stand

- Unlock the bathrooms
 - Make sure there are paper towels, toilet paper, and soap.
- Put out the picnic table
- Put out the large trash can
- Get cash drawer out
- Open both windows
- Put 4-6 hot dogs on the roller.
- Turn on fryer oil
- Hang the flag on the pole on the side of the concession stand before the game starts.

50/50 Raffle - Start during the bottom of the 2nd inning

- Take startup money from the cash drawer (ten - 1s, five - 5s) - \$35
- When finished, return the startup money to the cash drawer - \$35
- Write down amount of money you have earned
 - This should be the total of the cash in the jar after you subtract \$35 (start up money) if you didn't pull it out before counting
 - Split remaining money in half.
 - Half of the money goes to the winner and the other half will go to LAMAA.
- Have a player from the other team draw the winning ticket and give the winner the portion of their money.
- Place the cash in the same envelope where you will put the profit at the end of the game.

Closing the Stand

- Restock drinks so they are cold for the next game.
- Wipe down the counters, all food surfaces, and clean any utensils used
- Throw away old aluminum foil on the metal tray for fried food and replace after cleaning.
- Clean and lock bathrooms (sweep, clean surfaces/toilet, empty trash)
- Wipe down picnic table and put away.
- Take all trash to the dumpster.
- Place new garbage bags in the trash cans
- Close and lock windows
- Count out starter cash
- Leave starter cash and all coins in the cash drawer
- Complete Concession Stand Slip, place cash to deposit and slip in envelope and into the black locked cash box on the floor.
 - Refer to print out with a more detailed explanation on counting funds and filling out the form.