



CONCESSION CLOSING PROCEDURE

- ✓1. Unplug all electrical appliances on the counter. Place coffee grounds in trash.
- ✓2. Wipe down counters, inside and outside concessions.
- ✓3. Wipe down microwave inside and out.
- ✓4. Wash any utensils used during the game.
- ✓5. Sweep floors.
- ✓6. **Re-stock drinks** if needed. Try to place new drinks behind the cold drinks already in the refrigerator.
- ✓7. Replenish basket of chocolate candy and put away in the refrigerator.
- ✓8. Be sure to put away any uncooked food. If there are leftover hot dogs, sandwiches or pizza try to start selling them for half price in the beginning of 6th inning. If anything is not sold by end of game anyone can have them—**but do not just leave them sitting out.**
- ✓9. Text Melinda Benson (404-444-8211) to alert her if we are low or out of items.
- ✓10. Empty trash in concessions and replace trash bags.
- ✓11. Close window to stand and lock.
- ✓12. At the end of the game – Melinda Benson or another Board Member will come by and count the money and put it in the safe.

Questions?

Call Melinda Benson
404-444-8211

Go Raiders!!!!!!
