



Concession Stand Instructions

Start of the day (Beckwith Park)

1. Plug in popcorn machine, microwave, warmer, hotdog machine, and Keurig. Turn them all on. Count the money in the cash box, to be sure you start off with \$90 in small bills.
2. Pull grill out of the concession stand, use brush to clean anything left on grill. Turn the propane tank on. Heat the grill. Cook 8 hamburgers, and put cheese on 4 of them. When the burgers are cooked, wrap them in tin foil and put them in the warmer in the concession stand.
3. Fill bottom of hotdog machine with water (Pour water into the holes) Fill machine with 8 hotdogs and rolls. Refill with more hotdogs and rolls as needed.
 - Please be sure to check the water during the shift so it does not run out, it always needs water.
 - If you ever run out of hot dogs or rolls, Hannaford is right up the street. Take money out of the cash box and when you get back, put the receipt in the envelope marked receipts. I will try and always keep it stocked, but if not you can ask someone to go.
4. Fill side of Keurig with water. Make tea, coffee and hot chocolate as necessary in this machine.
5. Popcorn machine. Open both sides of the kettle (where the popcorn cooks). Cut the package, both sides of the popcorn Nak Pak, push out both the oil and the kernels, into the to the kettle (cooker). Turn on the



kettle heat, the motor and the heater lamp switches on the machine. When the popcorn is done, leave the heater lamp on. Repeat as necessary, if the popcorn runs out.

6. Put the candy in the window counter. Put the condiments (ketchup, mustard, relish, sugar, creamer) and napkins on the table at the front of the concession stand.

7. If we are low on anything, check the closet next to the bathroom, to see if what you need is there. If it is not in the closet, please put it on the shopping list.

8. Enjoy the game!

End of the day (Beckwith Park)

1. Leave \$90 in small bills and all of the change (don't count the change) in the cash box, along with any receipts in the large envelope marked receipts. Put the money in the white envelope and fill out the required information. Put the envelope in the bottom of the cash box.

2. Clean the grill, brush it down, and turn the propane off. Put the grill back into the concession stand, where you found it.

3. Empty the popcorn machine of any kernels or popcorn, and wipe it down. Be careful, the kettle (cooker) is VERY hot.

4. Empty the hotdog machine of all water. Pull the hotdog machine to the



edge of the counter, grab the pitcher and put it under the plug, then twist off the plug, so the water comes out. Be careful the water is VERY hot. Dump the water in the sink and wash down all parts of the machine.

5. Stock the coolers, so they are full of soda, water and Gatorade

6. Put all candy in the island cabinets.

7. Refill anything that you have run out of from the closet next to the bathroom.

8. Make a list of anything that is not in the closet, that's needed.

9. Unplug everything EXCEPT the freezer and coolers.

10. Sweep the floor, wash the counters, and put all garbage in the dumpster.

11. Have a great night, and thank you!