* Count money in the cash box and initial.
* Sign in on the volunteer sheet with the cash box.
* MUST WEAR A HAT or a HAIRNET (provided).
* Wash hands fist and often.
* Turn on Pizza warmer, add water in the bottom tray at 1st shift and when the 2nd shift arrives.
* Must call for Hungry Howies Pizza, MAKE SURE when calling from personal cell phone they know you are calling for MHS Concession stand (next to football field). Pizza for concession stand to be cut into six pieces. Pizza will be delivered to stand, pay from cash box and give a $3 tip to driver, keep receipt and put in cash box.
* Wipe ALL surfaces with sanitizing wipes BEFORE putting anything out.
* Start Crock Pots – Chili and Cheese (add ¼ cup of water to Cheese) do not serve till 165 degrees.
  + NO mixing new and leftover products for food safety.
* Start Hot Dogs in large rotisserie hot dog cooker, hold at 145 degrees, black dial on right hand side will control temperature. Table top grills can also be used to cook hot dogs if available.
  + Don’t wrap in bun with foil UNTIL SERVING TIME for food quality, unless super busy, then make a few and hold in the pizza warmer.
* Start making popcorn – Store filled bags in a warmer.
* Pretzels - Thawed pretzels can be microwaved for 30 seconds on a paper plate and frozen pretzels can be microwaved for 1 minute on a paper plate.
* Start Coffee / Water – One pot for Coffee for hot days / one large boiler for hot water (Hot Coco and Ramen noodles).
* Take out all packaged foods – Chips, candy, etc.
* Take out condiment items - Napkins, ketchup, mustard, cream, sugar, sweet N low, stirrers.
* Arrange drinks and stock any coolers that are low with product under the counters.
* Hang OPEN sign and Menu board outside.
* Opener Signature: X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date / Event:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Thank you for all your help!! Any questions please call:

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Josie Kaars-Mulholand 248.494.3451

Treasure: Rhonda Glazer 248.877.0477

Secretary: Brandy Badertscher 517.605.7820