

CONCESSIONS CLOSING & CLEANUP PROCEDURES

- Restock cooler
 - Taco meat, hotdogs, mini donuts
 - Water, pop & powerade (Rotate beverages in the cooler when restocking)
 - Candy bins
- Put condiments & pickles back in cooler
- Dispose of any unused warmed/cooked food

- **DISHES**
 - Wash all utensils, crockpots, etc., with HOT soapy water
- **Coffee Pots**
 - Dispose any unconsumed coffee, rinse pots and flush with HOT water
 - **DO NOT TURN MACHINE OFF**
- **Popcorn Machine**
 - Wipe down popcorn machine with HOT soapy water inside & out and empty waste tray.
- **Hotdog Machine**
 - Turn off machine, wipe down with HOT soapy water inside & out.
 - Drain & flush water if weekly. Please use empty water jugs or popcorn oil jugs when draining & flushing machine – **DO NOT rinse water down the sink drain.**
 - Fill with distilled water
 - Shelves & doors are to be removed, washed & reassembled.
- **Hot Chocolate/Cappucino Machine**
 - Flush machine
 - Refill dispensers,
 - Clean tray & wipe down machine
- **Pizza/Pretzel Warmer**
 - Turn off & wipe down (inside a& out)
 - Wash water tray & refill with distilled water
- **Mini Donut Machine**
 - Turn off & wipe down (inside & out)
 - Remove all trays and wash with hot soapy water
 - Refill cinnamon sugar dispensers

- Wipe down all counter with HOT soapy water or Clorox Wipes
- Sweep AND mop floors (under counter also)
- Take out garbage and recycling every time.
 - Dumpster is located on East end of arena for trash
 - All recycling must be taken over to the recycling shed
- Pop crates – stack and keep for Coca Cola to pick up

If inventory is running low or out, please document on the supply/shopping clipboard.

CONCESSIONS CONTACT INFO:

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