

Marquette Junior Hockey Concessions

Forms

***Opening Checklist** – Use as a guideline for opening up the concession stand. You may **throw out** afterwards.

***Daily Health Form** – Please print name, sign and date on the “Food Employee” lines. **Fill out each time you work. Put in the yellow folder once completed.**

***Daily Sign In Form** – Please fill in your name, what shift you are working, the hockey player you are representing and sign. One of these forms will be **filled out each day and turned in with the money.**

***Daily Waste Sheet** – Please fill out any food that is thrown out. Fill in the item, quantity, reason and initials. One of these forms will be **filled out each day and turned in with the money.**

***Daily Revenue Form**- Opening shift will count the money at the beginning and closing shift at the end. Have one person sign who counted at open and one who counted at closed. This is also **turned in with the money.**

***Closing Checklist** – Use as a guideline for closing down the concession stand. You may **throw out** afterwards.