

Stadium Concession Stand

Open and Closing Procedures

- * The concessions window should open 1 hour prior to game time
- * Everyone should have a hat on or hair up in pony-tail
- * Everyone must use plastic gloves when handling food
- * All meat and dairy must be kept at 135-140 degrees

Who is ordering & picking up the Chick fil-A _____
 Who is ordering & picking up Old Time BBQ _____
 Who is assigned to counting money and closing _____

Openers: *Arrive no later than 1 1/2 hour prior to game time

1 Opener- Sales

*Arrive no later than 1 1/2 hour prior to game time

Opening Duties	Closing Duties
<input type="checkbox"/> Turn on all appliances	<input type="checkbox"/> Restock fridges
<input type="checkbox"/> Preheat oven to low	<input type="checkbox"/> Dump rolling coolers
<input type="checkbox"/> Heat Salted Pretzles in Oven for 10 minutes, place in display	
<input type="checkbox"/> Line Large crock pot and heat Nacho cheese	
<input type="checkbox"/> Line small crock pot, heat hot dog chili	
<input type="checkbox"/> Ice down 2 large rolling coolers, primarily water and gatorade	(Football Only)
<input type="checkbox"/> Boil Water On Stove and heat Hot Dogs	

2 Food Prep Station---Nachos

*Arrive no later than 1 1/2 hour prior to game time

Opening Duties	Closing Duties
<input type="checkbox"/> Make popcorn and pre-box, close lid	<input type="checkbox"/> Clean out Nacho cheese cooker
<input type="checkbox"/> Set up coffee station if cold	
<input type="checkbox"/> Begin to set up all snacks and chips on shelf and front counter	
<input type="checkbox"/> Ketchup, Onions, Relish, Mustard, BBQ, Napkins on table just outside of concession stand	
<input type="checkbox"/> Assemble the bbq sandwiches and wrap in foil, keep in oven warmed to 135	

3 Food Prep Station--- Hot Dogs, BBQ

*Arrive no later than 1 1/2 hour prior to game time

Opening Duties	Closing Duties
<input type="checkbox"/> Assemble hotdogs, wrap in foil, place in oven warmed to 135	<input type="checkbox"/> Clean out Hot Dog cooker
<input type="checkbox"/> Cook additional hot dogs	<input type="checkbox"/> Clean out hot dog chili cooker
<input type="checkbox"/> Assemble nacho containers with chips	
<input type="checkbox"/> Take candy out of coolers and arrange in sales display	
<input type="checkbox"/> Make sure the boards are up to date and reflect prices	
<input type="checkbox"/> Cook and prep hot-dogs during sales	

4 Food Prep Station- Popcorn, Pretzels, Hot Drinks

***Arrive no later than 1 1/2 hour prior to game time**

Opening Duties--You are the Popcorn Station

Closing Duties

<input type="checkbox"/>	Popcorn , Cocoa, Pretzel - maintain inventory during games	<input type="checkbox"/>	Clean out Popcorn Machine
<input type="checkbox"/>	Keep cooking per orders	<input type="checkbox"/>	Clean out Pretzel Cooker
		<input type="checkbox"/>	Clean up condiment table

5 Counter Sales, Closing

***Arrive no later than 30 min prior to game time**

Duties

Closing Duties

<input type="checkbox"/>	Stock Drinks and Candy	<input type="checkbox"/>	Count Money (requires 2 signatures)
<input type="checkbox"/>	Counter sales	<input type="checkbox"/>	Close windows

6 Counter Sales, Closing

***Arrive no later than 30 min prior to game time**

Duties

Closing Duties

<input type="checkbox"/>	Pull Food, Stock Drinks and Candy	<input type="checkbox"/>	Count Money (requires 2 signatures)
<input type="checkbox"/>	Counter sales	<input type="checkbox"/>	Close window

7 Counter Sales-"puller"-Closing

***Arrive not later than 30 min prior to game**

Duties

Closing Duties

<input type="checkbox"/>	Official puller of food: Work counter area	<input type="checkbox"/>	Put away all candy, chips, snacks
<input type="checkbox"/>	Backup counter sales	<input type="checkbox"/>	Keep selling while closers are closing

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