

## **Concession Stand General Information:**

## **Clean Up**

Most ingredients and supplies for popcorn popper and shake machine are located in the cabinet under the popcorn popper.

Candy, extra paper supplies, crock pot and other kitchen supplies are located in the metal cabinet by the hot dog machine.

Pop is kept in the pop cooler and extra pop is located next to the door.

All refrigerated items are kept on the bottom shelf of the refrigerator.

Cups and chips are located in boxes on top of the cupboards.

Directions and price cards are located in the cabinet under the popcorn popper.

Money box will be brought to you sometime before the first game begins. The money box should be collected at the end of the game by Mr. Schuaer or an administrator.

When paying for pizza, please give them a tip of \$3-\$5 depending upon how many pizzas were brought in. (about 50 cents a pizza) Please place the receipt for pizzas under the money tray in the money box.

## **Popcorn Popper**

Empty out all the popcorn and hulls from machine and from drawer underneath.

Wipe out kettle with a paper towel.

Wipe out bottom of popcorn machine with wet rag.

Wash all utensils used and put away in cupboard under popcorn popper.

Put all ingredients in the cupboard under popcorn popper.

## **Hot Dog Machine**

Unplug hot dog warmer.

Use a warm rag and wipe off rollers and rest of machine. If there is ice available, you can use an ice cube to wipe down the rollers. Wipe out the cover and place back on hot dog warmer.

Put ketchup and mustard back in the refrigerator on the bottom shelf.

Put napkins and hot dog trays or liners back in the cupboard.

Leave hot dog warmer on desk.

## **Candy**

Restock candy from boxes that are in the cupboard.

Put tubs of candy back into the cupboard. Make sure heavy candy is on the bottom so M&M's, Reeses, etc. don't get squished and broken.

## **Pop Cooler**

Restock pop cooler. Check dates and put earlier dated pop towards the front.

## **Walking Tacos**

Put all unused food in the refrigerator on the bottom shelf in baggies or small containers. Extra meat can be taken home.

Clean out the crock pot and other utensils that were used and put away.

Put sour cream and salsa in the refrigerator.

Put extra Doritos in a box on top of cupboards.

Put forks back in cupboard.

## **Shake Machine**

Dispense as many shakes as possible.

Using a 2 gallon bucket, fill with cool water.

Pour water into the top of shake machine.

Turn to wash and drain out the water.

Continue putting in 2 gallons of water until water comes out clear. This may take 4-6 times.

Take 2 gallon bucket

Put 2 ounces (1 small plastic cup  $\frac{3}{4}$  full) of sanitizer into bucket and fill with cool water.

Pour water into the top of the shake machine

Turn to wash.

Let wash for 2-5 minutes.

Drain out the water from the front of the machine.

Fill sink with 2 gallons water and 2 ounces of sanitizer or use drained out water in the 2 gallon bucket.

Take out parts from the inside and wash in sink or bucket. Make sure you take out the silver piece in the front part. .

Place all parts back into the top of the machine and allow to dry overnight.

Place bucket and sanitizer back in cupboard under the popcorn machine.

Refer to manual if you have any further questions.

## **General Cleaning Guidelines:**

Please wipe down tables in the lunchroom.

Please sweep floor in the lunchroom and kitchen.

Please wipe down all tables and counters in the kitchen area.

Please do all dishes and let dry in the drying rack.

Please follow guidelines on the metal cupboard for cleaning the kitchen area.

Please bring all filled garbage bags from kitchen and commons area to the back dumpster. The back dumpster is located by the portable. You can get a key from Mr. Schauer or an administrator.

Please put silver serving cart under front window, red table and black cart in the middle of the floor and leave other equipment as is.

**Thank you for all your help.**