

BEER GARDEN

INSTRUCTIONS & PROCEDURES

Your job is to support our first ever Beer Garden(!) with a few other volunteers to sell booze, baked goods & sandwiches. All who enter the Beer Garden must be 21+ (no babes in arms). All alcohol must be consumed within the Beer Garden.

Please decide amongst yourselves which job you best fit into. There may be one or two of you who have a MAST license (official alcohol serving permit), and those volunteers should be given precedence to serve. The person handling money should not touch the food/drink without washing hands.

Please wear an **apron and nametag** while on duty and leave the apron for your replacement.

Volunteer jobs

- Check IDs (born on or before December 1, 1997 or 12/2 on Sunday).
- Cashier
- Pouter (2)

Beer Garden Supervisor

Note: this is generally a PNA staff member, and may or may not be dedicated in this role.

- Ensure the beer garden is supplied with:
 - 12- and 14- oz cold cups
 - 12-oz hot cups (some are Starbucks)
 - Napkins
 - Selection of baked goods (individually wrapped/packaged, to sell)
 - Sandwiches (after 11:30 am)
 - Bar towels
- Cash/change (but not too much, whatever that means).
- Square & iPad

Pricing

- Beer \$5 12 oz in 14 oz cup (about an inch below the rim)
- Mimosa \$5 9 oz in a 12 oz cup (about an inch below the rim)
- Mulled Wine \$5 12 oz hot cup (about an inch below the rim)

- La Croix (can) \$1
- Water, Drip Coffee \$1

- Sandwiches \$7 (available after 11:30 am)
- Baked goods 50¢ or as priced

Payment options:

- **Cash** machines in Community Hall (right inside the door), and between Blue & Red rooms (Blue Building basement).
- **Checks** made out to the PNA can be accepted for the exact amount only.
- **Credit cards** will be run via the Square & iPad.

Select staff and lead volunteers are allowed to take cash/bring change.

Other food & beverage (outside the Beer Garden)

- **Apple juice** (75¢ per cup) available at popcorn & Blue Building bake sale.
- **Espresso & other soft drinks** available in the Community Hall in the Brick Building.
- **Popcorn** (Blue Building)
- **Hot dogs, raclettes (Saturday only), pizza by the slice (Sunday only)** are being sold in the upper parking lot by the stairs to the Brick Building.

Waste

- **Cold cups** = compostable
- **Hot cups** = recycle (if clean)
- **Bottles, cans** = recycle

Full bags should be taken out to the dumpsters in the upper parking lot.

When your shift is over, take a moment to orient your replacement. Let the Beer Garden or Building supervisor know if your replacement does not arrive in a timely manner.

Any questions regarding supplies, portions, prices, or procedures should be directed to the Beer Garden supervisor, who will be checking in with you periodically. **If you need immediate help of any kind**, ask the Beer Garden Supervisor or other event staff. They are carrying radios.

**THANK YOU VERY MUCH FOR HELPING.
YOUR SUPPORT OF THE PNA IS MUCH APPRECIATED!!!**