

Suggested Actions when scheduling games:

1. Email Rev. Rich at revrich@staidanhouston.org with your selections.
2. If you cannot work your game, contact Rev. Rich and if it's before 96 hours ahead of the game arrival time, find a replacement for your spot. Please call people, not email. It will ensure a better result, even if it's more work. There is no \$75 fee payable to Saint Aidan's Mission Trip if you are unable to find a replacement.
3. If you cannot work your game, due to injuries, hospital visits, or family medical emergencies, please find a replacement.
4. If you cannot make your scheduled visit due to other reasons, and you contact Rev. Rich after the 96 hour window, find a replacement for your spot. Please call people, not email. It will ensure a better result. If you are unable to fill your spot, there is a \$75 fee payable to Saint Aidan's Mission Trip if you are unable to find a replacement.

Suggested actions when you arrive:

1. Park in the parking garage at the corner of Preston and Austin. It's the Aramark Lot. It costs 5\$ per car and is open all night.
2. Walk to the intersection of Jackson and Congress Avenue. You will see a long outdoor patio with picnic tables and Aramark employee strolling about. There is where you enter.
3. You will see a booth titled, "NPO" There is where you will sign in, (name, TABC License #) and where you will receive a Micros card. This card is what will be used to sign into your register. You will receive your location of the stand there as well. It will be like N-121 or something like that.
4. Then enter the building and take a right through a hallway and take a left toward the field. You will see it in the door's windows. Wait for the 2nd elevator (it's the right one) and go to the floor titled SB.
5. Enter the SB and ask around where to get your Aramark shirts. You will then tell them your name (Saint Aidan's) and you will receive your shirts, tell them your size. You will also bill Saint Aidan's for each of the hats. Save your hat, its yours and you can use it on future games. Ask for some rags as well.
6. Know it's time to walk down the hallway to receive the cash for each register. Go to the Cash room and present your license. You will receive a bag that has \$600.00. Count it in this room and make sure it's correct. (Rolls of quarters are \$10 each). Keep that bag on one of you at all times. Never let it leave your sight.
7. Now you can go to your stand. Meet the stand manager and the other Aramark manager. They are your guides. Ask questions. Like, where is the inventory form. Can you get me started on my register?
8. Someone will need to do inventory of the whole stand. Count everything. Count it twice if you need to. Get someone else to count. Our profit is based on a correct count.
9. Listen to the stand manager and be ready to fill the positions at the stand as needed.
10. Ask the stand manager if you can place the placards I have attached in the email.
11. Have a tip cup under the register. People will give you tips.
12. Hide your personal belongings under the register. Not in the freezer or in a cooler.
13. Relax a bit and have fun hanging with your crew. It's great people watching and fun to help out.
14. There will be a cash drop. Ask your manager how to do this. It's a great time to get change as well if you need it.

15. When the game is over. Clean the stand and get a final inventory. Get help from the manager on closing your register and place all the cash in the bag. Don't let it leave your sight.
16. Give the cash to the sheriff who will come around.
17. Have at least one person head upstairs with your inventory sheets and other forms to the Aramark offices on the SB level. There you will see how much over/under you are. Also, go to the cash room to get your licenses. Remember to give Aramark your micros cards.
18. Thank you for doing this. Call Rich at 832 314 2404 with questions.

Previous hints:

- 1) Your 1st game to work will seem a little overwhelming at first...you'll hopefully have one of our people who has already worked a game...the Aramark people are very nice, but a lot of guidance won't be there when you need it.
 - 2) It is a long night. We were on our feet from 2:30PM until 11:30PM (not everyone working on a given day will need to arrive that early – but some will).
 - 3) It is fun. We all settled into our roles...traded roles a few times, but ended up where we were most comfortable. Allen attracted folks to the stand with friendly "here's to you" gestures with a Coors Light 'silver bullet' that he was reflecting into the passerby's eyes...Robbie was the chatty, smooth talking upseller...John was the nervous cashier.
 - 4) Save your boxes/containers. This makes repacking, counting a lot easier.
 - 5) Other Aramark stand operators/managers panic when they see 'a leak'. If you've got water leaking somewhere – find the source and clean it up. There are people who walk around w/mops and buckets to help out as well.
 - 6) Quote – "Try to get used to not eating in your stand". Aramark will feed us something and we can carry it back to our stand...but don't eat it in the area where you'll eventually be serving.
 - 7) Don't entice children to buy beer...especially when one of your St. Aidan's stand operators is talking to the Alcohol Compliance Manager (just joking...sort of).
 - 8) You will have a hard time remembering where the various Aramark locations are (cashier, HR, where to post in, etc.). Every hallway, elevator, staircase looks the same...it's a maze, but again, friendly people will help you. However, many people dressed like you are non-profit volunteers or brand new to the job and they'll even be asking you for directions.
 - 9) Your incoming money won't tie to your sold inventory. We were only off by \$22.75...to the upside (no, we did not get to keep the overage), but there were lots of folks who were under, and by a lot more \$.
 - 10) Again...it is fun...but also involves a lot of work and the night does drag on.
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1. Purchase comfortable shoes...with arch supports and good insoles

2. Eat a good meal before you arrive, the line for their free food may be long. You may want to carb-load...it will be a long night.
3. Take Advil or Motrin when you get home. On your feet on concrete for that many hours takes a toll on the body parts between your hat and your shoes.
4. It will be easy to have fun...so have as much as you can! The customers love it and so do the supervisors that walk around. Besides, it will pass the time.....even when the Astros are getting their butts handed to them.