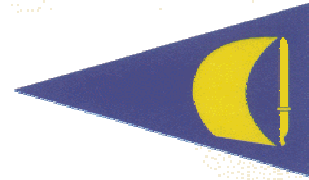


NETLEY SAILING CLUB

Royal Victoria Country Park
Netley Abbey, Southampton, Hampshire, SO31 5GA.



GENERAL BAR INFORMATION

Committee Member Ian Akhurst is the bar manager.
Email: ian.akhurst@netlevscl.co.uk or Tel: 02380561860

BAR DUTY

If you haven't helped in the Bar before or for a while, then the following information may be of some use to you.

1. Drink prices are on the board above the fridge, also on the edge of each shelf.
2. Beer lines should be ready for use (if not then ask The Officer of the Day ((O.O.D.)) for help to turn the Co2 gas on).
3. Till float should be in the till (if not ask the O.O.D.)
4. Operation of till and takings: Details of how to operate the till are on the till. There is a calculator at the side of the till if required.
5. Cans and bottled drinks can be found on the shelves. Some of these are placed in the fridge for chilled drinks. Please maintain this system and re-fill shelves as necessary. REMEMBER TO 'DATE ROTATE'
6. Ice is in the freezer above the fridge, please refill ice tray when necessary.
7. Chocolate is in the door of the fridge.
8. Crisps are in the stockroom.

END OF DAY ROUTINE

1. At the end of the day there are just a couple of things to do: Clean drip trays, clean all surfaces, clean floor, wash and store glasses.
2. Bar takings can remain in the till as the O.O.D. will count the money and prepare the next float.
3. Empty dustbin into outside bin.
4. Leave bar secure.
5. Glasses are left to drain for hygiene reasons.
6. Changes from March 2008: Please count the takings at the end of the day, leaving a £150 float and record the takings on the OOD return.

Thank you for your help