

HOSPITALITY HOST INSTRUCTIONS

1. Pickup prepaid donut holes at Carol Lee Donuts (104 S. 5th St.). Be at church by 9:30 a.m.
2. Set out donut holes on glass platters that are stored in the bottom drawer below the microwave. Plastic gloves to handle the donut holes are in the upper left drawer.
3. The Keurigs will be ready and juice boxes/fruit snacks will be out on the table.
4. Be prepared to fill the Keurigs with water as needed.
5. Restock any coffee items, located in the storage closet behind the parlor.

CLEAN UP

1. Empty water from the pitchers and Keurig reservoirs, turn-off Keurigs, and unplug them
2. Put the leftover juice boxes in the refrigerator
3. Wash off serving plates. Towels are in the drawer left of the refrigerator.
4. Fruit snacks may remain on the table in the parlor
5. You are welcome to take the leftover donut holes with you!
6. Restock the water bottles in the refrigerator
7. Check and tidy the children area

Thank you