

Things to do during your work week . . .

- **Sweep and mop player's boxes**
- **Clean up scorer's box**
- **Sweep and mop bleachers**
- **Change garbage's that are 1/2 full or more**
- **Stock all concessions items** (remember to rotate)
- **Clean up lobby bathrooms**
- **Clean lobby and entrance door windows**
- **Restock paper products in bathrooms**
- **Organize skate rental**
- **Organize hockey rental equipment room**
- **Clean concessions**
- **Clean tables, chairs, ledges**
- **Break down and take out cardboard**
- **Make note of any concession items we need**
- **Work on maintenance list / work week list**

