

Concession Stand How-To's - WASH HANDS FREQUENTLY AND USE GLOVES and/or TONGS

Popcorn Machine

1. Turn on Lights/Warmer switch
2. Turn on Kettle Heat switch – Takes about 3-4 minutes to warm up **DO NOT OVERHEAT OR IT BURNS**
3. Measure popcorn/oil/flavacol (popcorn salt) to prepare using designated measuring devices only
4. *5oz of popcorn oil, 2 teaspoons of flavacol, heaping silver cup of kernels*
5. Once kettle is pre-heated, immediately turn on Kettle Motor switch and add ingredients to the kettle
6. Once popping has slowed to 2-3 seconds between pops, turn of Kettle Motor and Kettle Heat switches and dump popcorn into bottom.
7. Stir popcorn with scoop slightly to sift old maids into catch bin. Every few batches be sure to empty old maid catch bin located on the front left of the machine
*Be sure to turn OFF kettle and motor before dumping popcorn and DON'T BURN THE POPCORN

Coffee Maker

1. Place carafe under machine making sure small lid is open allowing coffee to fill carafe
2. Place filter into funnel and add grounds – you can use 1 to 3 bags of grounds depending on demand
3. Press the brew button for the size that corresponds to the number of bags you used

Pretzels – (use gloves)

1. Turn on pretzel warmer using switch on right side of warmer
2. Pretzels are now thawed in advance in designated container in white fridge
3. Use new designated container once a week to keep containers clean
4. Label container when pretzels are placed in container for thawing
5. Practice nights only place 3-4 pretzels in the warmer. Others may be microwaved if demand increases
6. Place pretzel on paper plate located by microwave and spray warm pretzel with light mist of water using the spray bottle by microwave then press pretzel gently in salt container to adhere salt to pretzel
7. Serve with souffle cup of cheese if customer wants. Cheese is included in cost of pretzel already in Square system
8. To make a cinnamon/sugar pretzel spray pretzel with water, use mini-donut cinnamon/sugar and sprinkle on pretzel then microwave for 15 seconds or until warm.

Nachos and Cheese Machine

1. Use souffle cups for cheese for nachos and pretzels. Cups are beside cheese dispenser
2. Place cup under spout and press button to fill cup. Cheese is hot and dispenses quickly, use either side
3. Place cheese cup in paper boat (2lb or #200) located next to cheese dispenser and serve with un-opened bag of nacho chips to customer
4. To replace a cheese bag that is empty:
 - a. Take off front cover of dispenser by lifting up and out
 - b. Take note of small grooves on dispensing spout – bag needs to be installed specifically aligning grooves
 - c. Remove metal weight plates and lift out empty bag by gently lifting up on spout and bag to remove
 - d. Remove spout by unscrewing from bag – use a new spout found in back every couple of bags
 - e. Take cap off new bag of cheese and pierce new bag through opening with tool in tray behind the souffle cups using a twisting and gentle pushing motion. Tool says “Gehls” on it. Once pierced, install spout making sure to align with direction of bag. Smaller side goes down
 - f. Place bag back in dispenser with spout through opening and sliding small grooves down on the machine
 - g. Replace weight plate on top of cheese bag and replace cover on dispenser
 - h. Make sure a new un-opened cheese bag is placed in dispenser at all times to get warm and prepared for next time a bag needs to be changed.

Hot Dogs and Brats –(use gloves and tongs)

1. Hot dog/Brat roller machine has two heating zones – front and back
2. Place hot dogs on the front 2/3 and brats on the back 1/3 of rollers
3. Heater ranges from off to 6 on the temperature dial with 6 being HIGH and 0 being OFF
4. Do not make hot dogs or brats on the roller for practice nights due to lack of demand and eliminating waste. For practice nights, thawed hot dogs and brats can be microwaved.
5. Youth game nights and tournaments use 4-6 hot dogs and 3-4 brats. High school games fill roller to capacity but do not add more once 3rd period is started as we won't sell any after that due to demand
6. Start with temp dials on 5 or 6 if needed **BUT DO NOT FORGET TO LOWER TO 1** once heated thoroughly. Temp dials can be adjusted along the way for timing of cooking. Move cooked product toward front and place thawed product towards the back when adding more
 - a. Hot dogs, brats and buns are located in the white fridge in back
 - b. ALWAYS use specifically designated and labeled containers for hot dogs and brats
 - c. Label the containers with date product is removed from the freezer
 - d. Use a new clean container for each batch of hot dogs and brats thawed from freezer
 - e. Use Date Pen and Eraser that is located in metal basket attached to front of white fridge to label bins

Hot Chocolate & Cappuccino Machine

1. Place cup under desired spout, press and hold button to dispense product. Release button when 3/4 full
2. To refill machine – open front panel, rotate plastic elbows up so product doesn't spill, remove plastic container and refill with proper product located on shelf under machine. Reverse steps to reassemble

Russian Tea

1. Mix is located between microwaves and pretzel warmer
2. Use coffee/hot chocolate cup and place two scoops of mix into cup
3. Fill cup with hot water using dispenser located on coffee machine

Mini-Donuts

1. Pre-filled bags of 8 donuts are in freezer in back
2. Empty donuts into paper boat (1lb or #100) located by microwave
3. Microwave for 45 seconds, sprinkle with cinnamon/sugar before serving. Shaker is located by microwave

Slushy Machine

1. Use Styrofoam cup located next to machine
2. Place cup under spout of desired flavor and pull lever forward carefully as it dispenses quickly
3. Serve with wrapped straw next to slushy machine

Cream/Sugar/Ketchup/Mustard

1. Place caddy with lids, creamers, sugar and stir sticks on small table outside of concession stand near door
2. When hot dog roller is in use, place ketchup and mustard on small table
3. Place a napkin dispenser on the table too