

Miller Field Closing Check List

Cleaning products are found under the sink. Please put away when finished as it is a health code violation to have them sitting out.

When washing dishes/utensils/pots/etc: first sink is dish soap water, second sink is for rinsing and third sink should be filled with hot water and one capful of Clorox Bleach. Spread dishes out on rack to dry. (Against health code to towel dry)

Hot Dogs

- **remove any remaining hotdogs by selling for a quarter, give out or throw away**
- **Extra buns place in fridge**
- **wipe down machine, Do not use scratch pad on rollers!**
- **wash utensils**

Popcorn Machine

- **turn off all switches**
- **remove excess popcorn**
- **use little dust pan to sweep out**
- **empty the catch tray from underneath**
- **wash the catch tray and scoop**
- **wipe down machine inside and outside**

Serving Counter

- **put away all items**
- **wipe with cleaner**
- **close the window panel and bolt it**

Snow Cone Machine

Dry off machine and wet areas

Clean up syrup bottles-put in fridge

Cheese Machine

- **wipe down**
- **machine stays on**

Coffee Machine

- **turn off**
- **wash pots/filter basket**
- **wipe off (remember the underneath top)**

General

- **refill beverages (rotate stock)**
- **Place frozen hotdogs/buns in fridge to thaw for following day**
- **wipe down all surfaces**
- **sweep floor**
- **Use Lysol Cleaner/mop bucket-do kitchen first then restrooms**
- **throw out all garbage and be sure to close dumpster lid (health code violation to leave open)**

Restrooms

- **sweep floor**
- **clean toilet and sink**
- **refill hand soap**
- **mop floor (use mop after done with in kitchen area)**

Fill out log sheet in blue book

Board member will do the money

Thank you for volunteering! We are hoping that we are creating great memories for our kiddos and it is only possible with all of us supporting the league! If you have any questions/thoughts please share! You can place them in the envelope on the back wall bulletin board. If you have questions that need immediate feedback we are only a call/text away!

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