

Tournament Food

In-house Tournaments:

1. Plan the menu
 - Check store ads to get the best buys
2. Determine the number of participants and guests eating
 - Include a signup list along with the signup for those playing for those who plan to eat
3. Get a list of volunteers for:
 - Additional Food items
 - Servers
 - Keep a list of volunteers in order to share the opportunity/responsibility with others
4. Check the supplies available in the “box” and check the list of needed supplies that appear on the white board
5. Purchase needed food items and supplies
 - Save receipts to hand into the treasurer
6. Prepare needed cooked items at home previous to the day of event
7. Open the “box” the day of event and place food in service area
8. Clean up and put items in the proper place
9. Mark the white board with items that need to be replaced
10. Lock all cabinets and rolling window

Hints:

Prepare the needed supplies the night before to save time in the morning
Prepare the coffee the night before (opt)

Invitationals:

TBD – New format next year and a plan will be put together.