

Rumble Inn

A few days before

- Ensure adequate money in debit account, requires to signatories to transfer from main account
- Check drinks supplies
- Order alcohol from Dan Murphies or can go there in person
- Buy Softdrinks and nibblies from Woolworths or Coles
- Decide on food if any – typical budget would be \$40 - \$50 on a normal night and need to decide if you are going to charge for food or give it away. You must have some food on the night
- Members with Debit Cards and signatories
 - Carolyn Guley
 - George Passaris
 - Russel Arnold
 - Sue Schluter
 - Brett Alloway
- Members with keys to get into Rumble Inn
 - George Passaris
 - Russel Arnold
 - Nev Wilkings
 - Brett Alloway
 - John Milios
 - There maybe other members with keys
- A few Harley workers have keys as well

On the day

- Arrive before 5pm
- We now have a lockable cupboard on the right side of the bar where the Boom Box, and EFTPOS equipment is stored (keys to be distributed)
- The boom box and EFTPOS equipment will all need charging
- Put music on with boom box and TV to play footy with no sound on TV
- The tablet with the Square setup might need to be turned off and on to get it to work
- The normal EFTPOS machine should log in automatically when charged
- Buy Ice if required Caltex servo, also does gas bottle exchange if required
- Set up change in the cash register, turn to on with the key switch, NS to open
- Quick clean of the floors and wipe down counter etc
- Set up hand sanitizer and QR codes for log in
- Rocky Harley workers are allocated two free drinks each on request
- Put float in cash register
- Sell drinks etc, happy hour from 5pm to 7pm
- Close up at end of night before 10pm.
- Lock up Boom box and EFTPOS gear
- Print out money taken for the night in cash register by selecting X on the key
- When locking gate, ensure either padlock can open gate by putting locks in series

After the day

- Count money keeping a \$300 float
- Bank the rest int Auswide Bank ensuring enough coin in the float, swap notes for additional coin as required