

Dinner

TUESDAY

	Name	Phone Number
Primary Contact	Gem Mekasha	6478558337
Secondary Contact	Ali Elbadrawy	4376629759

Event Run Sheet

TIME	TASK	RESPONSIBILITIES
6:00PM	Pick Up	• Please head over to fishbowl to meet with Gem • Go down with Gem to the front desk to accept the delivery of SCOTTY BONS JAMAICAN GRILL PATTIES.
6:00PM – 6:30PM	Set Up	• Set up on tables set for Dinner in the wetmore dining hwetmoreep similar flavours together and keep gluten free items, diet items, or specialty items off to one side to limit cross contamination.
6:30PM – 8:00PM	Hand Out	• As the NewCs line up, and hand out food. Each NewC gets one serving, and can only come back for seconds once everyone has all the food they need. • If you notice a NewC you remember serving lining up again before seconds are allowed, gently remind them that they should wait for everyone to get their food first.
8:00PM	Clean-Up	• Once every NewC has gotten their meal and moved on to their group time, please take all leftovers to the fridge in 2007D. Place the leftovers in the fridge in an orderly fashion. • Once the fridge is full, bring the remaining items to fishbowl to be reassigned to other fridges.

Weather Plan

- Dinner is served indoors, so this is irrelevant, but if any other event moves into Wetmore Dining Hall, we will inform you of the new location for dinner promptly on Discord.