



What Should I Be Doing?

Ticket Booth Attendant - Beginning of Day (Make sure you check out and turn on your Radio)

- Wipe off counters.
- Set out brochures.
- Set out a few donuts near each window.
- Tear wristbands and place in each holder.
- Turn on tablet & make sure the chip reader is connected.
- Sweep out the ticket booth.
- Unlock the windows.
- Clean the windows.
- Unlock the windows.

Ticket Booth Attendant - Throughout the Day

- Engage guests: "Hi, Folks! Welcome to the Farmacy! Is this your first time here?"
- Ring up their totals.
While they're signing, mention that you'll be wrist banding everyone. Otherwise, they tend to scatter.
- UPSELL - when ringing up produce slips, mention donuts or mums, etc...
- Explain that they will get their maze maps at the maze information booth when they're ready to go in the maze. Remind them the we close access to the maze at 4 pm. If they aren't in by then, they're not getting in.
- We do give Military Discounts, please ask to see their ID and thank them for their service. Then use the military discount option on the checkout screen. If on the cash only register, ring up as child ticket.
- No one under 16 is allowed in the maze without an adult chaperone.
- Help the pumpkin patch attendant straighten up displays or weigh pumpkins whenever you have time.

Ticket Attendant - End of Day (Turn off your Radio)

- Empty trash.
- Return unused wristbands to the box.
- Sweep out the ticket booth.
- Bring in the brochures.
- Lock the windows.