

BINGO POLICY

The goal of this policy is to keep skating affordable for all members.

Bingo Procedures

- Be punctual for your shift according to Signup times
- The Bingo chairperson will assign positions
- Be prepared to accept any position
- Be fluent in English
- Store your purse/keys in the back room below the counter
- Obey the rules on cell phones and electronics. No texting or talking on cell phones while working. This includes reading books. (Cell phone use and reading is permitted on your breaks only)
- Bring food or purchase prior to the start of the bingo. No one can leave the bingo facility to purchase food once the bingo has started (including breaks in the event extra workers are required). Workers must supply their own meals, snacks, and drinks. Fliteway does not cover any of these costs. Food and drinks are not allowed on the floor
- Be able to actively participate and circulate the floor area by selling and calling back bingos for the entire event (3.5 hours). Do not congregate or pair up
- Participate at the end of shift with clean-up (wipe digis, etc.)
- Sign up for your scheduled break when you arrive
- Pre-order your food approximately 15 minutes prior to your scheduled time
- Break time is 20 minutes
- Check with the Chairperson before leaving for your break. There are times that breaks may have to be rescheduled or reduced in time if it is busy
- Remove your apron and leave with the chairperson (this includes bathroom breaks as well)
- Use this time to have your smoke and/or bathroom break
- Food and drinks can be left on the volunteer table
- Bring coins to the cashier to exchange for bills (do not wait until the end of the evening)
- Workers who fail to follow the rules will be given a warning by the Bingo Chair, and may receive a fine
- A second warning will result in being written up and you may be asked to leave. You will not be given a bingo credit.
- It will be your responsibility to ensure that they are aware of the rules prior to the bingo and that your replacement is suitable.
- You will assume full responsibility for your substitution actions and accept any fines issued to them
- A credit system will be used to track your bingos worked and posted on your Uplifter Account. Please let the office manager know before the last Thursday of the month if you would like to use the bingo as a credit to be applied to the next month's invoice.
- You can also save them for the following season's mandatory bingos.
- If the member should be late, the member has to make the necessary arrangements with the Bingo Chairperson up to 2 hours prior to the shift.
- If a member is more than 15 minutes late, the member may be fined
- **You have to provide 48 hour notice if you have to cancel your shift, failure to provide notice will result in a \$200 fine. If a member does "not show" for the shift, the member will be fined \$200/bingo**
- If you are unable to attend due to illness, it is your responsibility to provide a replacement.
- If bingos have been canceled due to extenuating circumstances, mandatory bingos will still be required to be paid by the member.