

Football Gate Procedures

Need:

- Two volunteers at Main Gate
- Cash box with small bills from Athletic Director
- Cash aprons
- Hand stamp for each gate should be in cash box - used for playoffs only
- Signs, tape
- Tables from Football Shed near snack shack
- Programs from Boosters and offered free
- Visitor Rosters from Athletic Directory– distribute to fans

Admissions cost: See new AD policy

Change: If you receive a \$20 bill, ask if they have smaller bills. I have asked for more tens and fives to start the game, but ... If you run low on small bills, check with other gate or snack shack. If you run out of small bills and have a line, have one line for exact change.

Items for Sale: If you sell items like jerseys, seat cushions, etc. be sure to keep money separate from entrance fees. Proceeds go only to Boosters, not shared with Athletics Dept. like entrance fees

Cleanup at Halftime: Try to organize money and put hand stamps in cash boxes. AD will pick up cash box. Put tables and programs into shed. Put aprons, signs, and tape into bag for coordinator

Free entry for non-playoff games: Refs, Press, Team Doctor, Teachers and Staff of Yarmouth School District, Parents of HS football players, Football flag-HS coaches and their spouses, very young children, and Youth football players (remind them to wear their jerseys), law enforcement, and ambulance personnel.