

February 10, 2022

## Cash Office Volunteers

Some tips in order to help you set up the cash office positions so you won't have people standing around for an hour waiting to do something.

### Volunteers Positions

1 – Chairperson/Controller

2 - Controller

3 – Island/Paymaster - Sells the Earlybird

Only 3 people need to remain on the Island when we begin the program.

We need to always have 4 Ball Sellers **available**, if we only use 3 the other can remain on the Island. **If you like this person can clean the handhelds at the end of the event.**

4 – Island/Balls – Sells 6-4-Baseball

5 – Island/Balls – Sells Bonanza and Houdini

6 –Island/Balls – Sells Double Action

7 – Verifier/Seller - If your verifiers are not selling tickets, you will need another Volunteer

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9 – Balls – This person can clean the programs and indicator cards in the volunteer room and then put them back on the shelf beside the stage. Then have their lunch or dinner before going to sell Balls.

The **Controller or Chairperson** can spell off the Island/Ball sellers to be certain they are able to eat before they go to Balls.

The only people left on the Island when we start bingo will be the Paymaster, Controller, and the Chairperson, unless they don't want as many Ball Sellers, then a person can remain on the island.

**Please remember, you will need 1 or 2 people at the end of the event to wipe down the handheld units and put them back in the crate. There should be a clean bucket of water on the cart, if not ask the cash office for one. You decide who you want them to be, the ball sellers or the verifiers, etc.**