

# **MARQUETTE COUNTY FAIR**

## **Grandstand Ticket Booth Duties**

### **1. WHEN YOU ARRIVE, GO TO THE FAIR OFFICE:**

**SIGN IN & GET YOUR SUPPLIES:** nametag, orange vest, cash box, credit card machine, wristbands, a bottle of water, and 2-way radio

### **2. GENERAL RULES:**

- Make sure you have a list of the prices for the event with you.
- You will be handling cash and using a credit card machine for the sales of the event.
- No carry-in of alcohol unless purchased at the Unified Group Beer Stand (VFW & American Legion).
- Crossing the track between the grandstand and the pit is NOT allowed by anyone at any time.

### **3. AFTER THE EVENT:**

**Clean up your area. Then take the cash box and supplies to the Fair Office. Turn money into the Fair Office. If you feel uncomfortable walking back the cash box to the fair office, please radio the office and someone will come walk back with you. NEVER LEAVE THE MONEY UNATTENDED.**

**If you need help, send someone to the Fair Office or call:**

**Fair office: 608-296-5200**

**In case of emergency, call 911**