

Fold along dotted line



HOST

Friendly Greeting. Avoid 'dine in or carry out', 'smoking or non' '2 (or another number)?' 'Name?', etc.

Wait Time. Friendly ('you're in luck').

Interacts. As host/hostess escorts and educates guest; thanks all guests and invites back.

SERVERS

Sizzle at Every Point. Ordering, drink/food deliveries, refills, check backs, table maintenance, payment, thank you.

Situational Selling. Inform guest of choices and let them buy what they want, not what we want to sell.

No canned sales lines!

Hospitality Words!

BARTENDER

Welcome greeting!

Situational Selling. Draft beers, wines, premium liquors, specials.

SERVICE ASSISTANT

Assist the servers! Refills, table maintenance.

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- 1. Open the door and welcome arriving guests and thank departing guests.
- 2. Welcome a party at the host stand.
- 3. Seat a party.
- 4. Make a drink at the bar.
- 6. Go to the restroom (and send someone of the opposite sex into the other one!).
- 6. Deliver food to a table.
- 7. Check on a guest.
- 8. Make a dish in the kitchen.
- 9. Prepare a carry-out order.
- 10. Run a sales and product mix report.
- 11. Recognize an employee!

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