**Hawker Provisions**

**2009**

1. **WORK SITES:** Contractor will report to: USAF FIELDHOUSE, CADET GYM,

 FALCON STADIUM, OR ATHLETIC

 FIELDS.

2. **CONTRACTOR:** Shall sell only provided food and non-alcohol beverage items. Contractor agrees to provide required number of workers necessary to produce a quality product and provide quality customer service.

3. **DATES AND TIMES:** Shall be coordinated during scheduling.

4. **LOCATION:** Shall be coordinated during scheduling.

5. **PAYMENT:** Contractor shall receive One Hundred Fifty Dollars ($150) per day or Fifteen Percent (15%) of gross sales, whichever is greater of all food and beverage sold. Payment shall be made to the Contractor no later than the 20th day of the month, through electronic funds transfer (EFT), for services performed the previous month. Contractor is responsible for all cash shortages.

6. **DRESS CODE:** Contractor is required to wear appropriate clothing i.e. jeans/pants, shoes, shirt with sleeves and hat. **NO** open toe shoes. Contractor shall be neat and clean in appearance. Contractor shall wear an identification badge, which displays the company and employee name. The AFAAA or representative retains the right to remove from the premises or job site any employee of the contractor for failure to comply with the dress code.

7. **AFAAA:** AFAAA agrees to:

1. Provide guidance/materials required for using cash register or working from

 inventory. When working from inventory, an inventory sheet will be provided reflecting description, begin-issued inventory, verified-received inventory, ending-returned inventory, verified-received inventory and retail price.

b. Verify opening and closing inventory with concessionaire.

c. Provide materials and guidance for Food Handlers, Anti-Robbery and Cash Handling Training.

1. Reconcile inventory against cash turn-in.
2. Provide a Duty Manager.
3. Provide advance notification/coordination for scheduling or cancellation of events.
4. Provide for discounted meals.
5. Provide appropriate event access badge and/or credential.

8. **REQUIREMENTS:** Contractor shall be required but not limited to:

1. Provide a shift supervisor.
2. Provide manning (excluding supervisors) of twenty-five (25) personnel per event, unless otherwise notified in writing of a need to increase or decrease personnel, or be subject to a penalty of thirty dollars ($30.00) for each person(s) short of manning requirement.
3. Verify opening and closing inventory.
4. Provide personnel to draw change funds and verify inventory four (4) hours prior to event, unless otherwise notified in writing.
5. Ensure all personnel have reported two (2) hours prior to event, unless otherwise notified in writing.
6. Ready to sell when event gates open.
7. Provide workers sixteen (16) years of age or older. Children under the age of sixteen (16) are not authorized in the work area.
8. Provide list of personnel upon request. (AFAAA shall provide format)
9. Carry valid picture identification.
10. Notify AFAAA in writing of cancellations, at least ten (10) days prior to scheduled event. Failures to notify at least ten (10) days in advance or a no show of a scheduled event is cause for termination of this contract.
11. Provide quality service.
12. Comply with instruction, verbal or in writing provided by or in behalf of the AFAAA manager or duly authorized representative.
13. Comply with AFI 34-202, AFMAN 34-212 and all other cash handling regulations.
14. Provide written certification of staff cash handling training prior to events.
15. Provide written certification of staff Anti-Robbery training.
16. Work in inclement weather.
17. Establish means to accept payment through Electronic Fund Transfer (EFT).

9. **CLEANUP FEE:** Maintain Concession spaces/areas in a clean and sanitary condition or be subject to a $100.00 (one-hundred) cleanup fee.