

## Concession Stand Fee Reimbursement

The following document outlines Noblesville Youth Baseballs programs reimbursement process for those parents who wish to work a shift in the concession stand in order to be reimbursed the \$35.00 concession stand fee paid at registration.

- Each parent must sign-up to work a shift in the concession stand. Sign-up sheets will be available April 12-15<sup>th</sup> and April 20-26<sup>th</sup> at the concession stand.
- The parents, or a family member, must work a full 3 hour shift to receive their reimbursement. *Note – only a family member may work the shift for the concession stand fee reimbursement.*
- There will be a sign in/out log at the concession stand listing the date, name, address, and hours worked so that you can be reimbursed.
- No email or phone requests will be accepted for shift sign-ups, you must sign up in person.
- Checks will be written the week after working your shift and mailed to you.
- If your schedule date is rained out, you must reschedule another date to work in order to be reimbursed. Go to the concession stand to choose another date.
- If you are schedule to work and do not show up for your shift, you forfeit your fee and cannot sign up for an alternate shift. If you are unable to work your shift, you must give a minimum of 24 hours notice so that we can hire someone in your place. You must then sign-up for another shift (if times are available) to be reimbursed.
- On the day you are scheduled to work, please arrive at the concession stand 15 minutes prior to your shift for instructions.
- No one under 14 is allowed in concession stand. Young children may not accompany parents. Please have childcare in place before your shift or you will forfeit your fee.

**If you choose not to work in the concession stand, that is not a problem. We will hire Noblesville youth to work.**

**Thank You,**

**Noblesville Youth Baseball Board**