

# TASTE THE WORLD COLUMBIA – June 28, 2019

## Instructions for Shift 1 Greeters

Thank you for helping to make this Taste the World walking tour a success! Here are a few instructions.

*Please note: While greeting, you must wear a **hair restraint**. This could be a cap, visor, or wide head band. You can wear your own; we will provide disposable hair nets and beard restraints for anyone who needs them.*

*Also, to help do our part in minimizing the likelihood of running out of food (which is frustrating for all involved), please **stamp the passport at the same time/place as the guest receives the food serving**. This will help ensure that there is only one serving per passport.*

1. Between 5 and 5:15 p.m., pick up your supplies at Columbia Creative Factory, 247 Locust Street, Columbia.
2. Put on a Taste the World greeter badge (located in the greeter supply box).
3. When you arrive at your designated restaurant (no later than 5:20 p.m.), inform the staff that you are a Taste the World greeter who has come to help with the Taste the World walking tour.
4. Ask the staff:
  - a. About specific instructions how they would like the foot traffic to flow, disposal of trash, and anything else they would like you to tell the guests when they arrive.
  - b. For information about the food serving, such as the origin, how to pronounce it, how long it takes to make it, the ingredients, etc. (whatever you think guests might ask you).
  - c. What you should tell other customers, who are not participating with Taste the World, who come into the restaurant (such as "Have a seat," "A hostess will be with you shortly," or "Go to the front of the line.").
5. Find a place to stand or sit within sight of the main entrance and near the food, or wherever the staff instructs you.
6. Familiarize yourself with the map in the passport ticket, so you can answer guests' questions about how they can get to the other restaurants.
7. As guests arrive, welcome them, stamp each guest's passport ticket (on your restaurant's page) using the rubber stamp and pad that is in the greeter supply box, and give instructions about getting the food serving. In some cases, greeters also assist with serving the food servings (do not touch food or drink with bare hands.)
8. Keep an eye on the food to make sure that each guest only takes one serving (one per passport)!
9. Towards the end of your shift, if you see that guests' passport tickets are almost filled with stamps, ask if this is their last stop. If so, ask them to fill out the "Vote and Enter to Win a Gift Certificate" paper tucked in their passport. Collect and place completed forms in the envelope provided in the greeter supply box.
10. When the next greeter comes (by 7 p.m.), give him or her the badge, information about the serving, the instructions, and any tips you've learned along the way (see #4 above).
11. If you have any questions or problems (for example, if the other greeter doesn't show up), please call Timm at **717-723-8787**.
12. After you've turned things over to the next greeter, use your ticket (given to you when you picked up the greeter supply box) and enjoy the restaurants!

Other things you might need to know:

1. Guests can visit the restaurants in any order.
2. Children three and under do not have a ticket and are allowed to share their parents' food.
3. There may still be tickets available at Columbia Creative Factory, while supplies last.

# TASTE THE WORLD COLUMBIA – June 28, 2019

## Instructions for Shift 2 Greeters

Thank you for helping to make this Taste the World walking tour a success! Here are a few instructions.

*Please note: While greeting, you must wear a **hair restraint**. This could be a cap, visor, or wide head band. You can wear your own; we will provide disposable hair nets and beard restraints for anyone who needs them.*

*Also, to help do our part in minimizing the likelihood of running out of food (which is frustrating for all involved), please **stamp the passport at the same time/place as the guest receives the food serving**. This will help ensure that there is only one serving per passport.*

1. Please pick up your passport ticket at Columbia Creative Factory, 247 Locust Street, any time after 5:15 p.m. Enjoy visiting the restaurants from 5:30 to 7 p.m.
2. When you arrive at your assigned restaurant (by 7 p.m.), inform the first greeter(s) that you are a Taste the World greeter who has come to help with the tour.
3. The first greeter(s) will give you information, instructions, and a badge to wear.
4. Stand/sit where the first greeter(s) stood/sit, within sight of the main entrance and near the food.
5. As guests arrive, welcome them, stamp each guest's passport ticket (on your restaurant's page), and give instructions about getting the food serving. In some cases, greeters also assist with serving the food servings (do not touch food or drink with bare hands.)
6. Keep an eye on the food to make sure that each guest only takes one serving (one serving per passport)!
7. If you see that guests' tickets are almost filled with stamps, ask if this is their last stop. If so, ask them to fill out the "Vote and Enter to Win a Gift Certificate" paper tucked in their passport ticket. Collect and place completed forms in the greeter supply box.
8. If you have any questions or problems, please call Timm at **717-723-8787**.
9. At 8:30 p.m., gather all the materials in the greeter supply box. Do not leave before 8:30 p.m.!
10. Return the greeter supply box (and any leftover food the restaurant wants to send with you) to Columbia Creative Factory, by 8:45 p.m.

Other things you might need to know:

1. Guests can visit the restaurants in any order.
2. Children three and under do not have a passport, and are allowed to share their parents' food.