

Social Host Responsibilities:

1. Purchase soda (4-1L bottles - 2 regular, 2 diet) and 10lb bag of ice along with any other supplies needed (i.e. plates, napkins, cups, plastic-ware, etc.).
2. Make sure you have sign in sheets and 4 cans of balls (from shed). If running low on balls, let Treasurer know right away so they can purchase more.
3. Arrive at least 30 minutes early to collect money, arrange first round of play, etc. Ensure that EVERYONE has paid. If you are running the social, you do not have to pay.
4. If possible, ask someone sitting out to set up the next round.
5. Get the money from the social to the Treasurer within one week of the social. DO NOT leave it in the box and put in shed. If you have expenses from purchasing items in #1, please reimburse yourself from the cash and give the receipt to the Treasurer with the remaining cash.
6. Return all supplies either to the shed within a day or two, or deliver to the person running the next social. The person running the next social should not have to hunt down the supplies.

Note: The Treasurer will make sure WOW gets paid for each social. You do not need to concern yourself regarding payment to WOW.