

The shed lock operating procedure is available from the General Wagon Master or an Elk-Ender Officer.

All items should be in their original bins and locations as listed below.

AFTER USE - PLEASE BE COURTEOUS AND RETURN ALL ITEMS TO THEIR ORIGINAL BINS AND LOCATIONS.

Elk-Ender Shed - light timer on left side of shed

Equipment on shelves or floor:

- 67-cup coffee pots (2)
- Coffee pot drip holders with plastic glasses (2)
- 42-cup hot water pot (1)
- 2.2 liter (2-1/3 quarts) air pot
- Large electric roaster pans (4)
- 20-quart pot with lid and spoon
- Aluminum serving pans with frames and Sterno candles
- Dry Erase Board with dry erase pens, eraser and frame
- Elk-Ender Banner
- Megaphone (requires eight D batteries)
- Traffic cones (2)
- Directional signs
- Baseball game with beanbags and home plate
- Washer games with washers (2)
- Horseshoes

Bins are placed clockwise from the left side of the shed door.
Please maintain the order for ease of locating supplies.

Rin #	Bin Content Overview	Examples
1	DISPOSABLE CUPS & GLASSES	Styrofoam and hot cups Small plastic or paper glasses
2	PAPER TOWELS	
3	PAPER NAPKINS	
4	DISPOSABLE PLATES	
5	DISPOSABLE FOOD SERVING GLOVES	

Bin #	Bin Content Overview	Examples
6	DISPOSABLE PLASTIC EATING UTENSILS & TOOTHPICKS	Plastic spoons, forks & knives Toothpicks
7	FOOD WRAPS	Aluminum foil Plastic wrap Ziploc gallon freezer bags
8	TRASH BAGS	Large size
9	TEA, COFFEE & SWEETNERS	Tea bags Coffee - regular and decaf Sugar (packets best) Sugar substitute (packets best) Filters Stirrers DO NOT STORE DRY CREAMER, ETC. IN SHED DUE TO QUALITY LOSS FROM HEAT
10	SALT & PEPPER	DO NOT STORE OTHER FOOD STAPLES IN SHED DUE TO QUALITY LOSS FROM HEAT
11	CUTTING, MIXING, COOKING & SERVING UTENSILS	Pancake turners Spatulas Mixing spoons Serving spoons and forks Short tongs Sharp knives in container Can/bottle openers in container
12	HOT PADS & TRIVETS	
13	OMELET PANS	Small omelet pans (12)
14	BBQ & GRILL ITEMS	Long tongs Long pancake turners Long forks Hot mitts Water spray bottle
15	BAR ITEMS	Disposable glasses Pitcher Wine bottle opener Cocktail napkins Purple Pig
16	REUSUABLE SERVING TRAYS & BOWLS	

Bin #	Bin Content Overview	Examples
17	REUSABLE SERVING BOWLS & FUNNELS	
18	BASKETS	
19	CLEANING SUPPLIES – DISH, TABLE & BBQ	Hand sanitizer Cleanser Dish detergent Clorox with Bleach spray BBQ cleaner Disposable scrubbing pads (SOS) Dish washing brush Three tubs - dishwashing, rinsing and draining
20	TOWELS, APRONS & TABLE CLOTHS	Folded table cloths (Table cloth rolls standing upright in large roll container on floor near door)
21	TABLE DECORATIONS	Vases Centerpieces
22	SHERIFF	Sheriff's hat USA flag Notepad Money collection basket Purple pig
23	PLAYING CARDS	Cards Pads of paper Instructions Pencils & pens
24	GAMES	Components Instructions
25	PAPERWORK SUPPLIES	Envelopes for rig fees Self-inking stamp Scissors Tape Paper Pens/pencils Clipboard

Bin #	Bin Content Overview	Examples
	<p>TRANSPORT BIN (for condensing selected items from original storage bins)</p>	<p>To be used as needed for transport.</p> <p>PLEASE RETURN TRANSPORT ITEMS TO ORIGINAL BINS.</p> <p><u>CLOSE LIDS OF EMPTY TRANSPORT BINS.</u></p>
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BE COURTEOUS TO THOSE FOLLOWING YOU.
Please return all items to their original bins and locations.