

# Tree Lot Information

## General

**We accept cash or check. Checks require a valid drivers license number written on the check. Checks can be made payable to: BSA Troop 57.**

If bathrooms are needed scouts should utilize the Choice Furniture bathrooms. No scout should be at any other businesses during their shift.

Do not use the Dumpsters of any of the businesses within the shopping center. Garbage will be hauled away by the Troop.

Please initial and mark time of shift worked on schedule.

Record sales per shift on supplied sheets. Instruction sheet will be with supplied record sheets.

If the netting machine is in need of more netting, please do not attempt to re-net if you do not have experience. Please contact someone listed below.

In the event of rain, please try to not let the netting machine or the inside of trailer get wet.

## Opening the Lot

Lights can be turned on at electrical box behind the trailer facing Perryville.

Signs should be set-up and checked to be sure they have not blown down.

Wreaths and sprays will need to be displayed on the metal rack in front of trailer. Also the wreath price sign can be displayed.

A Christmas tree of every type (Balsam, Scotch and Frasier) should be displayed in a stand within their respective section. This really helps to sell the tree. The stand is sold separate and should not be sold with the tree.

## Closing the Lot

No money should be left in trailer overnight, except for \$50 in smaller denomination for change for the next shift. If someone from troop does not come to collect, ADULTS please take with you and contact Tom Andrews, Dennis Roepsch, DJ Keller or Bernt Carlson.

Lock Trailer, barricade lot entrance with metal wreath rack, Shut down lights,.

## Scout Shift Responsibilities

Scouts should be selling trees, carrying, pruning excess branches, squaring off trunks, netting trees and loading them. Scouts also must keep the lot and surrounding area clean. String, branches, etc., so that the lot looks neat and organized. Adults are there to assist when needed.

## Contacts

Dennis Roepsch (815) 985-1870, Bernt Carlson (815) 871-1223,  
Tom Andrews (815)-601-6173, DJ Keller (815)-484-3224