

ETIQUETTE 101

- Concentrate your housekeeping efforts in your work areas and aisles; avoid unnecessary clutter, keep the area free of material, finished parts and scraps. Clean up spills immediately.
- Recognize when a housekeeping job exceeds your responsibility or capability and ask for store assistance. Clean floors mean less slipping, tripping and falling.
- Respect other reps when using the event cart. This means taking the time to completely clean it before storing it after your event. You wouldn't want to inherit a dirty event cart, would you?
- Always leave your in-store event area like you found it – clean. Don't create any unnecessary cleaning for store personnel. We want to be invited back.
- If conducting a food event, clean and sanitize all CROSSMARK equipment before and after each use.
- Any personal consumption of food or tobacco should be done in designated areas during your 15 minute break.
- No personal items are to be stored in the food area, refrigerators, or freezers.
- When dealing with food, keep CROSSMARK food storage areas such as refrigerators clean and organized. Remember, this is loaned space, respect it.