

2026 Souvenir table

Souvenir T-Shirt Table \$25ea

You will take orders for T-shirts

- **Cash or credit card (CC has fee)**
 - If they are paying by credit card, send them to Susanna for processing. She will give them a **“I paid by credit card”** card, which you will place in your bank in lieu of the cash.
- There will be two books of designs one for The Friends and for Clue T-shirts
- **Please make sure you are getting the correct amount. Last year a T-shirt was sold for \$10!! Based on count of cash drawer**

You will have Jeanette’s Ipad (IPad Password: **033173**) to take orders on.

(If they are purchasing more than one, they will need to complete a form for each T-shirt)

Link to form: <https://tinyurl.com/TShirtorderHP>

We will have paper forms if we need them: (you get a line)

Please make sure you mark the paper as paid once you receive pmt. And you will need to enter the paper form into the google form once you slow down. **So make sure you can read their handwriting.**

Horror/Murder Glass cups \$15 ea cash or credit card (CC has fee)

- These will be premade and in black boxes they can be laid all over the “check-in” table after check-in is complete
- If they are paying by credit card, send them to Susanna for processing. She will give them a **“I paid by credit card”** card, which you will place in your bank in lieu of the cash.

END OF NIGHT BREAKDOWN

- 8:45: Start packing up the cups in the large box under the table
 - If “Clue” Table cloths are dirty pile on floor to be collected
 - If they are not dirty fold up and and place in tubs that are under the tables
- 9PM: get ladder remove Backdrop from window
 - Remove black clips from backdrop(s) and suction cups from window place in pile to be collected
 - Please carefully fold the backdrop(s) and place them into their bags (each bag has a picture of the backdrop)