

St. Martin's Uniting Church, Beaumaris

ROSTERED TEA/COFFEE STEWARDS DUTIES

If you are unable to attend on your rostered day, please arrange an exchange from the list.

- **Bring Milk.**
- **Arrive at 8.40 am to prepare kitchen.**
- **Turn on both hot water and wall urn before the service.**
- **Set out cups, saucers, mugs, etc. on the bench.**
- **Teapots, water jugs, towels, tea, coffee and sugar are all in the cupboards.**
- **Wash up and leave the kitchen CLEAN.**
- **Turn off power to hot water units.**

November, 2007