

Host/Hostess Schedule Standard

Instructions: Fill in the yellow shaded areas to set your dates and schedule.

Day	Date		
Monday			
		TIME	NAME #1 NAME #2
Shift #1	1:45 - 5:30		
Shift #2	5:15 - 9:00		
Tuesday			
		TIME	NAME #1 NAME #2
Shift #1	1:45 - 5:30		
Shift #2	5:15 - 9:00		
Wednesday			
		TIME	NAME #1 NAME #2
Shift #1	1:45 - 5:30		
Shift #2	5:15 - 9:00		
Thursday			
		TIME	NAME #1 NAME #2
Shift #1	1:45 - 5:30		
Shift #2	5:15 - 9:00		
Friday			
		TIME	NAME #1 NAME #2
Shift #1	1:45 - 5:30		
Shift #2	5:15 - 9:00		
Saturday			
		TIME	NAME #1 NAME #2
Shift #1	9:45 - 1:30		
Shift #2	1:15 - 5:00		

HOST/HOSTESS STANDARD SCHEDULING KEY

MONDAY - FRIDAY STANDARD TIME KEY:

Shift #1	1:45 - 5:30
Shift #2	5:15 - 9:00

SATURDAY STANDARD TIME KEY:

Shift #1	9:45 - 1:30
Shift #2	1:15 - 5:00