

Shift Review Card

SHIFT REVIEW CARD

name

date

PPA: _____

Tip %: _____


SALES: _____

Guest Count: _____

Total Comps: _____

Comps, WT **F**? _____

Did you kick ass? Explain Yo' Sel **F**!


dead raccoons are cool

This card will be used after each shift by your Servers and Bartenders. They will be responsible for pulling a blank card from the pad and filling it completely out and handing it in as the cover page for their shift review information:

- Shift Review Card
- Shift Review Summary printed from Toast
- CC slips
- Cash owed

Each section needs to be filled out based on the information provided by the Shift Review Summary that is printed at the end of each shift.

Shift Reviews will not be accepted by the MOD without a Shift Review Card attached.

Comps need to be explained in detail.

A shift explanation needs to be documented in detail. The good, the bad, and the opportunities.