

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

Schedule all department staff meetings and post

Note: Be sure when having your meetings they are in an area clear of guests

Give quarterly food tests to all workers if none given in last 2 weeks.

(Busboy and Runner meetings are held in vault).

Follow through with high T.V. and CRM guests with your staff and chefs.

Advise hosts to call regular lunch (and possibly dinner) guests to see if they're coming in that day. We want to make sure we have a special table ready for them, or their regular or desired table/section.

Note: Use the MEMO FIELD in Open Table to indicate these guests' preferences re: sitting, eating, drinking, etc.

See Attached NYE Reservation Tracking Sheet

Manager and Chef Notes:

Jazz Room opens for Lunch for Wednesday – Friday in December only.

(See attached Grid for Staffing)

December 1: Have all workers sign schedule for week of Christmas Day, Christmas Eve, day after, New Years Eve, New Years Day & day after. No doubles and no back to back shifts.

Be careful of wait staff exodus 1st week of December.

Alert staff that the week before Christmas they will be working late for lunch everyday.

December 24 to January 1 - Very slow lunches. Cut back.

Week after Jan 1 slow - book all parties.

For 'closed-restaurant' parties'.

Chefs: Confirm you have a complete set of oyster tags for display.

Confirm all oysters for month are in index. Confirm waiters have read "**Oyster Sales Blurb**" - see attached doc.

Water outside live trees in tree stands daily.

Monitor the weather for warm days. Alert Maintenance Dept. to pull out trees and set up café.

Put in Track-it to change priorities for early tables in PH. To 1.25 hour durations

	MON		TUE		WED		THU		FRI		SAT		SUN	
	AM	PM												
Servers Scheduled	11	18	11	18	17	19	17	19	18	19	11	19	18	19

	MON		TUE		WED		THU		FRI		SAT		SUN	
	AM	PM												
Cocktail Scheduled	0	1	0	1	0	1	0	1	0	1	0	1	0	1

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

	MON		TUE		WED		THU		FRI		SAT		SUN	
	AM	PM												
Bartender Scheduled	1	3	1	3	3	3	3	3	3	3	2	3	3	3

	MON		TUE		WED		THU		FRI		SAT		SUN	
	AM	PM												
Svc. Bartender Scheduled	0	0	0	0	0	0	0	0	0	0	0	0	0	0

	MON		TUE		WED		THU		FRI		SAT		SUN	
	AM	PM												
Host Scheduled	4	4	4	5	5	6	5	6	5	6	5	6	5	6

	MON		TUE		WED		THU		FRI		SAT		SUN	
	AM	PM												
Busser Scheduled	3	5	3	5	4	6	4	6	4	6	4	6	5	4

	MON		TUE		WED		THU		FRI		SAT		SUN	
	AM	PM												
Coffee Scheduled	1	2	1	2	1	2	1	2	1	2	1	2	2	2

	MON		TUE		WED		THU		FRI		SAT		SUN	
	AM	PM												
Barback Scheduled	0	1	0	1	0	1	0	1	0	1	0	1	1	1

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

Hanukkah – Friday, December 11th 2009

		SALES	WERE SALES ABOVE NORMAL OR BELOW NORMAL	COVERS	WEATHER
	<p>Was there CXL/N/S, if so give exact times and how many?</p> <p>Where and what times could you overbook?</p> <p>Who were your guests? Tourists, Regulars, Old, Young</p> <p>Describe early and late business What were Menu trends?</p>				
Fri. Dec. 11 AM	<ul style="list-style-type: none"> • 28 cancel, 7 no shows • Early post 2PM • Regulars • N/A • Prix-fix 	\$12,264	Normal	250	Overcast Cold
Fri. Dec. 11 PM	<ul style="list-style-type: none"> • 147 cancel, 40 no shows • After 10PM • Regulars • Busy early • Normal 	\$41,565	Slightly Above	600	Cold
Sat. Dec. 12 AM	<ul style="list-style-type: none"> • 23 cancel, 16 no shows • All walk-ins and call aheads • Regulars • Bush both • Normal 	\$16,008	Above	438	Sunny, Cold
Sat. Dec. 12 AM	<ul style="list-style-type: none"> • 269 cancel, 80 no shows • After 10PM • Regulars • Busy early • Normal 	\$44,132	Normal	644	Cold
Sun. Dec. 13 AM	<ul style="list-style-type: none"> • 102 cancel, 65 no shows • Early late in both dining rooms • Regulars • No late business • Brunch 	\$15,324	Normal	604	Rainy, Cold

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE

DECEMBER

Sun. Dec. 13 AM	<ul style="list-style-type: none"> • 82 cancel, 29 no shows • All • Regulars • Slow • Normal 	\$14,947	Slightly Below	232	Rainy, Cold
Mon. Jan. 14 AM	<ul style="list-style-type: none"> • 21 cancel, 9 no shows • Early post 2PM • Regulars • Early slow picked up going into transition • Lunch 	\$8,414	Above	211	40s, Sunny
Mon. Jan. 14 PM	<ul style="list-style-type: none"> • 56 cancel, 16 no shows • After 9PM • Regulars • Early pop • Normal 	\$23,916	Above	378	Cold
Tues. Jan. 15 AM	<ul style="list-style-type: none"> • 13 cancel, 14 no shows • Early late • Regulars • Could of used booking prior 12PM and past 2:30PM • Prix-fix 	\$8,541	Above	214	40s, Sunny
Tues. Jan. 15 PM	<ul style="list-style-type: none"> • 91 cancel, 14 no shows • Later after 9PM • Regulars • Filled early • Normal 	\$31,529	Above	442	Colder
Wed. Jan. 16 AM	<ul style="list-style-type: none"> • 17 cancel, 5 no shows • Past 2:30PM • Regulars • Busy early with large parties • Normal 	\$11,382	Above	266	30s, Sunny
Wed. Jan. 16 PM	<ul style="list-style-type: none"> • 103 cancel, 64 no shows • Late evening • Regulars • Steady busy both dining rooms • Normal 	\$31,555	Above	428	Colder
Thurs. Jan. 17 AM	<ul style="list-style-type: none"> • 52 cancel, 10 no shows • All opened jazz for lunch • Regulars • Busy throughout • Prix-fix 	\$16,505	Above	354	20s, Sunny
Thurs. Jan. 17 PM	<ul style="list-style-type: none"> • 125 cancel, 42 no shows • Early late • Regulars • Light both, but special events filled dining rooms 	\$44,701	Above	530	Cold, Clear

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE

DECEMBER

Fri. Jan. 18 AM	<ul style="list-style-type: none">• 24 cancel, 13 no shows• All jazz was opened for lunch• Regulars• Busy from start to finish• Normal	\$13,472	Above	335	Sunny, Cold
Fri. Jan. 18 PM	<ul style="list-style-type: none">• 163 cancel, 60 no shows• Later after 930PM• Regulars• Busy early• Normal	\$32,256	Below	512	Cold
Sat. Jan. 19 AM	<ul style="list-style-type: none">• 50 cancel, 8 no shows• All• Regulars• Light both• Normal	\$12,774	Below	368	Cold, Snowstorm
Sat. Jan. 19 PM	<ul style="list-style-type: none">• 205 cancel, 66 no shows• All• Regulars• Slow all around• Normal	\$26,964	Below	455	Cold, Snow
Sun. Jan. 20 AM	<ul style="list-style-type: none">• 130 cancel, 26 no shows• All• Regulars• Slow• Brunch	\$11,786	Below	490	Cold, Cold
Sun. Jan. 20 PM	<ul style="list-style-type: none">• 67 cancel, 15 no shows• All• Regular• Slow• Normal	\$11,656	Below	183	Colder

Hanukkah 2009 Notes Staff Information

N/A

Hanukkah 2009 Notes

N/A

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

Christmas – Friday, December 25th 2009

		SALES	WERE SALES ABOVE NORMAL OR BELOW NORMAL	COVERS	WEATHER
	<p>Was there CXL/N/S, if so give exact times and how many?</p> <p>Where and what times could you overbook?</p> <p>Who were your guests? Tourists, Regulars, Old, Young</p> <p>Describe early and late business What were Menu trends?</p>				
Wed. Dec. 23 AM	<ul style="list-style-type: none">• 12 cancel, 5 no shows• All• Regulars• Late push• Normal	\$10,575	Above	245	Sunny, Cold
Wed. Dec. 23 PM	<ul style="list-style-type: none">• 79 cancel, 32 no shows• All• Regular• N/A• N/A	\$21,243	Normal	379	Cold
Thurs. Dec. 24 AM	<ul style="list-style-type: none">• 17 cancel, 0 no shows• All• Regulars, tourists• Slow• Normal	\$6,952	Below	196	Sunny, Cold
Thurs. Dec. 24 PM	<ul style="list-style-type: none">• 119 cancel, 17 no shows• Early jazz• Regulars• Both busy• Normal	\$30,456	Above	517	Cold
Sat. Dec. 26 AM	<ul style="list-style-type: none">• 23 cancel, 9 no shows• All• Regulars• Slow• Normal	\$5,704	Below	185	Rainy, 30s

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE

DECEMBER

Sat. Dec. 26 PM	<ul style="list-style-type: none">• 127 cancel, 46 no shows• All• Regulars, tourists• Slow• Normal	\$28,892	Below	477	Cold
Sun. Dec. 27 AM	<ul style="list-style-type: none">• 54 cancel, 13 no shows• All slow jazz• Regulars• Both light• Brunch	\$10,183	Below	446	Sunny, 50s
Sun. Dec. 27 PM	<ul style="list-style-type: none">• 72 cancel, 15 no shows• Jazz early, both later• Regulars• Jazz early slow main full died early 9PM• Normal	\$22,452	Above	402	Warmer, High 30s
Mon. Dec. 28 AM	<ul style="list-style-type: none">• 6 cancel, 12 no shows• All• Regulars, tourists• Quiet• Normal	\$8,478	Above	248	Sunny, Colder
Mon. Dec. 28 PM	<ul style="list-style-type: none">• 61 cancel, 23 no shows• All• Regulars, tourists• Quiet• Normal	\$19,461	Below	316	Cold

Christmas 2009 Staff Information

N/A

Christmas 2009 Notes

N/A

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

Christmas – Thursday, December 25th 2008

		SALES	WERE SALES ABOVE NORMAL OR BELOW NORMAL	COVERS	WEATHER
	Was there CXL/N/S, if so give exact times and how many? Where and what times could you overbook? Who were your guests? Tourists, Regulars, Old, Young Describe early and late business What were Menu trends?				
Mon. Dec. 22 AM	<ul style="list-style-type: none">• 2 cancel• After 1:30PM• Regular• Push 12:30PM-2PM• N/A	\$9,434	Above	221	Cloudy, 30
Mon. Dec. 22 PM	<ul style="list-style-type: none">• Normal• All• Family• Slow after 8:30PM• N/A	\$19,250	Normal	285	Clear, 30
Tues. Dec. 23 AM	<ul style="list-style-type: none">• 7 cancel• After 11:30• Regular• Light start, push 1PM-2PM• N/A	\$10,621	Above	146	Clear, 20s
Tues. Dec. 23 PM	<ul style="list-style-type: none">• 12 cancelled, 16 no shows• After 9PM• Regulars and tourists• Push came 8PM• Specials a hit!	\$22,366	Below	343	Cloudy, 20s
Wed. Dec. 24 AM	<ul style="list-style-type: none">• 8 no shows spread out• All• Tourists and families• No real push• N/A	\$6,105	Below	154	Rainy, 40s

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE

DECEMBER

Wed. Dec. 24 PM	<ul style="list-style-type: none"> • 24 no shows • Early pre 6PM • Families • Earl lighter later was busier • N/A 	\$32,249	Above	509	Cloudy, 40s
Fri. Dec. 26 AM	<ul style="list-style-type: none"> • 0/0 Normal • Early and middle • Tourists, shoppers • Early very slow, late lunch busy • N/A 	\$6,544	Below	199	Sunny, 30s
Fri. Dec. 26 PM	<ul style="list-style-type: none"> • Normal • After 8:30PM • Families, tourists • Steady – push • N/A 	\$26,355	Normal	413	Clear, 30s
Sat. Dec. 27 AM	<ul style="list-style-type: none"> • Not many • All • Families, tourists • Push 3PM-4:30PM • N/A 	\$10,738	Below	262	Clouds, 40
Sat. Dec. 27 PM	<ul style="list-style-type: none"> • Normal • Later-after 9:30PM • Families • Steady 7-9PM • N/A 	\$33,006	Below	519	Clouds, 30
Sun. Dec. 28 AM	<ul style="list-style-type: none"> • Normal • All • Families, tourists • Few walk-ins • N/A 	\$11,828	Below	506	Clear, 60
Sun. Dec. 28 PM	<ul style="list-style-type: none"> • Normal • All • Tourists • Push 5:30PM-6:30PM slow • N/A 	\$17,014	Normal	386	Clouds, 30

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER
Christmas 2008 Staff Information

DATE:

12/22/08

12/23/08

	AM WORKED	CHANGES	PM WORKED	CHANGES	AM WORKED	CHANGES	PM WORKED	CHANGES
Servers	10	0	16	0	10	0	16	0
Bar	1	0	2	0	1	0	3	0
Bussers	3	+1	4	+1	3	0	4	0
Runners	3	+1	4	0	3	0	5	0
Coffee	1	0	2	0	1	0	2	0
Host	2	0	3	0	2	0	3	0
Phone	1	0	2	0	2	0	1	0
Delivery	0	0	0	0	0	0	0	0
CoatCheck	1	0	2	0	1	0	2	0
Managers	2	0	2	0	2	0	2	0

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

DATE:

12/24/08

12/26/08

	AM WORKED	CHANGES	PM WORKED	CHANGES	AM WORKED	CHANGES	PM WORKED	CHANGES
Servers	10	0	17	+1	10	0	17	0
Bar	1	0	2	+1	1	0	3	0
Bussers	3	0	5	0	3	+1	5	0
Runners	3	0	4	0	4	0	5	0
Coffee	1	0	2	0	1	0	2	0
Host	2	0	3	0	2	0	3	0
Phone	1	+1	1	0	1	+1	1	0
Delivery	0	0	0	0	0	0	0	0
CoatCheck	1	0	2	0	1	0	3	0
Managers	2	0	2	0	2	0	3	0

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

DATE:

12/27/08

12/28/08

	AM WORKED	CHANGES	PM WORKED	CHANGES	AM WORKED	CHANGES	PM WORKED	CHANGES
Servers	10	0	19	0	18	-2	15	0
Bar	1	0	3	0	2	0	2	0
Bussers	4	0	6	0	5	0	4	0
Runners	4	0	6	0	5	0	4	0
Coffee	1	0	2	0	2	0	1	0
Host	2	0	4	0	3	0	2	0
Phone	1	0	1	0	1	0	1	0
Delivery	0	0	0	0	0	0	0	0
CoatCheck	1	0	3	0	2	0	1	0
Managers	2	0	3	0	3	0	2	0

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

DATE:

12/29/08

	AM WORKED	CHANGES	PM WORKED	CHANGES
Servers	9	0	17	0
Bar	1	0	2	0
Bussers	3	0	4	+1
Runners	3	0	3	+2
Coffee	1	0	1	0
Host	2	0	3	0
Phone	2	0	1	0
Delivery	0	0	0	0
CoatCheck	1	0	1	+1
Managers	2	0	2	0

Christmas 2008 Notes

Table Sizes: Normal – Increase LPs

Large Party Policies: Normal

Confirmations: Start confirming Christmas Eve 2 days out

Walk-ins: Mostly late AM walk-ins

Extra Supplies Needed: N/A

Payroll: Normal

Linen Order: N/A

Change Order: N/A

Rain Tickets: N/A

Coat Check: N/A

Menu Served: Normal

Time Open: Close 10PM 12/24 All other normal

Additional notes: Watch AM cuts, especially the 26th-28th, Many late walk-ins DO NOT cut until 3PM

Christmas – Tuesday, December 25th 2007

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

		SALES	WERE SALES ABOVE NORMAL OR BELOW NORMAL	COVERS	WEATHER
	<p>Was there CXL/N/S, if so give exact times and how many?</p> <p>Where and what times could you overbook?</p> <p>Who were your guests? Tourists, Regulars, Old, Young</p> <p>Describe early and late business What were Menu trends?</p>				
Mon. Dec. 24 AM	<ul style="list-style-type: none"> • Early/Late • All • Slow start • Slower than normal • lunch 	\$7,393	Below	208	Cold, Low 40s
Mon. Dec. 24 PM	<ul style="list-style-type: none"> • No – all came in • None – w/ holidays hrs • Lots of tourists, foreign guests • Busy all night, 1st push @ 5:30pm • Normal 	\$35,462	Above	572	Cold, Low 40s
Tues. Dec. 26 AM	<ul style="list-style-type: none"> • No cxl or no shows • All day • All • Slow • lunch 	\$7,569	Below	173	Cold, Rain Late Afternoon
Tues. Dec. 26 PM	<ul style="list-style-type: none"> • 13 cancel, 39 no shows • All day • Regulars, holiday shoppers • Normal (slow) • Normal 	\$26,557	Below	472	Cold, with off/on rain
Thurs. Dec. 27 AM	<ul style="list-style-type: none"> • Normal • Early • Tourists • Slow start busy late finish 	\$13,409	Above	309	Cool, Mid 40s
Thurs. Dec. 27 PM	<ul style="list-style-type: none"> • 6 cancel, 51 no shows • Early and late • Tourists • Slow • Normal 	\$32,806	Below	515	Cool with rain

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE

DECEMBER

Fri. Dec. 28 AM	<ul style="list-style-type: none"> Normal Early Tourists Steady all day N/A 	\$13,405	Normal	309	Cloudy, 50s
Fri. Dec. 28 PM	<ul style="list-style-type: none"> 26 cancel, 65 no shows late tourists steady early, slow late Normal 	\$38,369	Below	617	Cool with rain

Christmas 2007 Staff Information

DATE:

12/24/07

Servers
Bar
Bussers
Runners
Coffee
Host
Phone
Delivery
CoatCheck
Managers

	AM WORKED	CHANGES
	11	0
	1	0
	3	0
	3	0
	1	0
	3	0
	1	0
	0	0
	0	0
	0	0

	PM WORKED	CHANGES
	18	+1
	3	0
	4	+1
	6	0
	2	0
	4	0
	1	0
	0	0
	2	+1
	2	+1

12/26/07

	AM WORKED	CHANGES
	11	10
	1	0
	3	0
	3	0
	1	0
	3	0
	1	1
	0	0
	1	0
	2	0

	PM WORKED	CHANGES
	19	0
	3	1
	5	0
	5	0
	2	0
	4	0
	1	0
	0	0
	3	0
	2	0

DATE:

12/27/07

12/28/07

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

	AM WORKED		PM WORKED		AM WORKED		PM WORKED	
	WORKED	CHANGES	WORKED	CHANGES	WORKED	CHANGES	WORKED	CHANGES
Servers	11	0	19	0	12	0	19	0
Bar	1	0	3	0	1	0	3	0
Bussers	4	0	5	0	4	0	6	0
Runners	4	0	5	0	4	0	6	0
Coffee	1	0	2	0	1	0	2	0
Host	4	0	4	0	2	0	4	0
Phone	1	0	2	0	3	0	3	0
Delivery	0	0	0	0	0	0	0	0
CoatCheck	2	0	3	0	2	0	4	0
Managers	2	0	3	0	2		3	0

Christmas 2007 Notes

Table Sizes: Many large parties all week 6-10s

Large Party Policies: Normal

Confirmations: Normal

Walk-ins: All week many walk-ins for lunches

Extra Supplies Needed: None

Time Open: Normal

Additional notes: Xmas eve – AM normal, PM busy must have full staff

1st PM after Christmas lunch very slow, below 2nd to start went w/9 brunches, 2nd day after Christmas, beginning of the week late hit, don't cut too early, still a little slow than normal.

3rd day which was a Fri but like a Sat w/ late lunch parties.

Sat/Sun lunch – pushes after 1pm, very slow to start, watch cuts.

Sat/Sun PM – slow to normal PM, pushes from 7-9:30 early cuts, full staffing

New Years Eve – Thursday, December 31st 2009

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE

DECEMBER

		SALES	WERE SALES ABOVE NORMAL OR BELOW NORMAL	COVERS	WEATHER
	<p>Was there CXL/N/S, if so give exact times and how many?</p> <p>Where and what times could you overbook?</p> <p>Who were your guests? Tourists, Regulars, Old, Young</p> <p>Describe early and late business What were Menu trends?</p>				
Tues. Dec. 29 AM	<ul style="list-style-type: none"> • 18 cancel, 2 no shows • All • Regulars, tourists • Light • Normal 	\$8,340	Normal	202	Sunny, 20s
Tues. Dec. 29 AM	<ul style="list-style-type: none"> • 46 cancel, 30 no shows • All • Regulars, tourists • Busy, steady, leisurely lunch. Nice wines out • Normal 	\$22,898	Slightly Below	385	Cold Teens/20s
Wed. Dec. 30 AM	<ul style="list-style-type: none"> • 12 cancel, 4 no shows • 1PM-3PM • Regulars, tourists • Early push then faded, busy, lots of wine sales, bar very busy • Normal 	\$10,903	Below	249	Rain, 30s
Wed. Dec. 30 AM	<ul style="list-style-type: none"> • 99 cancel, 22 no shows • Main early/late jazz all • Regulars, tourists • Steady • Normal 	\$28,579	Below	500	Sunny, 20s
Thurs. Dec. 31 PM	<ul style="list-style-type: none"> • N/A • N/A • Tourists, young • Steady both seatings • All pre-fix and raw bar 	\$76,679	Above	514	Cold, Teens/20s

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MONTHLY MANAGER PLANNING SCHEDULE

DECEMBER

Sat. Jan. 2 AM	<ul style="list-style-type: none"> • 21 cancel, 10 no shows • All • Regulars, tourists • Slow, steady • Normal 	\$11,626	Normal	348	Cold, Snowy
Sat. Jan. 2 PM	<ul style="list-style-type: none"> • 112 cancel, 46 no shows • Early, late • Regular, tourists • Steady • Normal 	\$33,023	Normal	584	Cold, Teens-20s
Sun. Jan. 3 AM	<ul style="list-style-type: none"> • 46 cancel, 14 no shows • All • Regular • Slow • Normal 	\$9,254	Below	400	Cold, Windy, 20s
Sun. Jan. 3 PM	<ul style="list-style-type: none"> • 27 cancel, 2 no shows • All • Regular • Slow • Normal 	\$8,698	Below	155	Cold, Teens-20s

New Years Eve 2009 Staff Information

DATE:

	12/31/09			
	AM WORKED	CHANGES	PM WORKED	CHANGES
Servers			21	0
Bar			3	0
Bussers			6	0
Runners			6	0
Coffee				
Host			5	0
Phone				
Delivery				
CoatCheck				
Managers				

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

New Years Eve 2009 Notes

Table Sizes: Mostly 2-4-change out tables on jazz along back wall

Large Party Policies: All tables held with credit card authorization fax

Confirmations: Start 3 days out

Walk-ins: Few walk-ins NYE

Extra Supplies Needed: N/A

Payroll: Cut hosts by 12PM phone host 9PM hits at 7:30PM and 9:30PM staffing appropriate

Linen Order: 1400 black napkins, approx. 35 black aprons

Change Order: 6,000 extra (\$39,000 total pieces) because of three day weekend

Rain Tickets: N/A

Coat Check: Smooth

Menu Served: Pre-fix New Years Eve, raw bar/sushi a la carte

Time Open: 6PM – Had only 6 tables at 6PM

Additional notes: Balloons lousy. Started dropping 7PM. Either had bad helium or blow up balloons later. Balloon blowers need to be limited to adults only maximum of 25 adults and supervised by Theo. Added 15 2tops onto main floor. 13 2tops in jazz. Sold 16 more bottles of champagne than previous year (25 all day)

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

New Years Eve – Wednesday, December 31st 2008

		SALES	WERE SALES ABOVE NORMAL OR BELOW NORMAL	COVERS	WEATHER
	Was there CXL/N/S, if so give exact times and how many? Where and what times could you overbook? Who were your guests? Tourists, Regulars, Old, Young Describe early and late business What were Menu trends?				
Mon. Dec. 29 AM	<ul style="list-style-type: none">• Normal• All• Families, new• Small push 1PM-2PM• N/A	\$8,153	Above	213	Sunny, 30
Mon. Dec. 29 PM	<ul style="list-style-type: none">• Normal• After 8:30PM• Families• Push 7-8PM – slow• N/A	\$27,406	Above	404	Clear, 30
Tues. Dec. 30 AM	<ul style="list-style-type: none">• Normal• After 1:30PM• Regular• Slow after 3PM• N/A	\$9,019	Above	238	Sunny, 40
Tues. Dec. 30 AM	<ul style="list-style-type: none">• Few• All• Families, tourists• N/A• N/A	\$24,820	Below	413	Clear, 40
Wed. Dec. 31 AM	<ul style="list-style-type: none">• None• All• Tourists• Steady , few walk-ins• N/A	\$5,774	Below	147	Snow, 30

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE

DECEMBER

Mon. Dec. 31 AM	<ul style="list-style-type: none"> • Few • N/A • Regulars and new • N/A • N/A 	\$52,098	Above	421	Snow, 20
Tues. Jan. 1 AM	<ul style="list-style-type: none"> • Normal • After 3PM • Tourists • N/A • N/A 	\$11,768	Normal	523	Clear, 40
Tues. Jan. 1 PM	<ul style="list-style-type: none"> • Few • All • New and tourists • N/A • N/A 	\$21,607	Normal	389	N/A
Wed. Jan. 2 AM	<ul style="list-style-type: none"> • Normal • All • Regular • Late 2:30PM push N/A 	\$7,076	Normal	183	Clouds, 30
Wed. Jan. 2 PM	<ul style="list-style-type: none"> • Few • After 9PM • Families • Slow - push - slow N/A 	\$25,127	Below	425	Clear, 30
Thurs. Jan. 3 AM	<ul style="list-style-type: none"> • Few • All • Families, tourists • N/A • N/A 	\$9,328	Below	279	Sunny, 30
Thurs. Jan. 3 PM	<ul style="list-style-type: none"> • Normal • 5PM-7PM • Tourists • Steady/full all night N/A 	\$31,986	Below	535	Clear, 20

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

New Years Eve 2008 Staff Information

DATE:

	12/29/08		12/30/08	
	AM WORKED	CHANGES	AM WORKED	CHANGES
	PM WORKED	CHANGES	PM WORKED	CHANGES
Servers	10	0	17	0
Bar	1	0	2	0
Bussers	3	0	4	0
Runners	3	0	4	0
Coffee	1	0	1	0
Host	2	0	3	0
Phone	2	0	1	0
Delivery	0	0	0	0
CoatCheck	1	0	2	0
Managers	2	0	2	0

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

DATE:

	12/31/08		1/1/09	
	AM WORKED	CHANGES	AM WORKED	CHANGES
Servers	10	-1	19	0
Bar	1	0	3	0
Bussers	3	0	6	0
Runners	3	0	6	0
Coffee	1	0	2	0
Host	2	0	4	0
Phone	2	0	1	0
Delivery	0	0	0	0
CoatCheck	1	0	4	0
Managers	2	0	4	0

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

DATE:

	1/2/09		1/3/09	
	AM WORKED	CHANGES	PM WORKED	CHANGES
Servers	10	0	17	0
Bar	1	0	3	0
Bussers	3	0	5	0
Runners	3	0	5	0
Coffee	1	0	3	0
Host	2	0	1	0
Phone	1	0	0	0
Delivery	0	0	0	0
CoatCheck	1	0	3	0
Managers	2	0	2	0

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

DATE:

1/4/09

	AM WORKED	CHANGES	PM WORKED	CHANGES
Servers	15	0	12	0
Bar	2	0	2	0
Bussers	4	0	4	0
Runners	4	0	4	0
Coffee	2	0	1	0
Host	3	0	2	0
Phone	1	0	0	0
Delivery	0	0	0	0
CoatCheck	2	0	1	0
Managers	2	0	2	0

New Years Eve 2008 Notes

Table Sizes: Mostly 2-4-change out tables on jazz along back wall

Large Party Policies: All tables held with credit card authorization fax

Confirmations: Start 3 days out

Walk-ins: Few walk-ins NYE

Extra Supplies Needed: N/A

Payroll: Early PM cuts most days

Linen Order: Normal

Change Order: \$10k bump for NYE

Rain Tickets: N/A

Coat Check: Staffed 100% extra racks/hangers, etc.

Menu Served: 3 course pre-fix New Years Eve

Time Open: Normal

Additional notes: Lunches all week small push late – still able to cut. Have extra host for New Years Eve reservations.

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

New Years Eve – Monday, December 31st 2007

		SALES	WERE SALES ABOVE NORMAL OR BELOW NORMAL	COVERS	WEATHER
	<p>Was there CXL/N/S, if so give exact times and how many?</p> <p>Where and what times could you overbook?</p> <p>Who were your guests? Tourists, Regulars, Old, Young</p> <p>Describe early and late business What were Menu trends?</p>				
Sat. Dec. 29 AM	<ul style="list-style-type: none"> • Normal • All • Regular • Steady after 1PM • N/A 	\$11,697	Below	328	Sunny, 50s
Sat. Dec. 29 PM	<ul style="list-style-type: none"> • SS • Late steady • Tourists • Late was very slow • Normal 	\$39,288	Below	673	Warm
Sun. Dec. 30 AM	<ul style="list-style-type: none"> • Late • Regular, tourists, families • Slow – busy after 2 • N/A 	\$14,604	Below	617	Rainy, 40s
Sun. Dec. 30 AM	<ul style="list-style-type: none"> • Normal • Late – after 9 • Families, young • Steady/wait until 9 • N/A 	\$38,102	Above	557	Rain, 30s
Mon. Dec. 31 AM	<ul style="list-style-type: none"> • None • Early • Tourists • Slow start, push @ pm 	\$6,099	Below	155	Cloudy, 30s

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE

DECEMBER

Mon. Dec. 31 AM	<ul style="list-style-type: none"> • New Years Eve – pre-paid • X NA • Regular, Old & Young • Slow early 	\$75,951.69	N/A	708	Rainy
Tues. Jan. 1 AM	<ul style="list-style-type: none"> • 42 cancelled covers • Late • Families • Slow, busy until 2 • N/A 	\$14,358	Normal	558	Cloudy, 30s
Tues. Jan. 1 AM	<ul style="list-style-type: none"> • Normal • All • Regular • Slow all evening, early cuts 	\$15,462	Below	268	Cloudy, 30s

New Years Eve 2007 Staff Information

DATE:

12/29/07

12/30/07

	AM WORKED	CHANGES	PM WORKED	CHANGES	AM WORKED	CHANGES	PM WORKED	CHANGES
Servers	12	0	19	0	17	+7	18	+1
Bar	1	0	3	0	2	0	2	+1
Bussers	4	0	6	0	5	0	4	+1
Runners	4	0	6	0	5	0	5	0
Coffee	1	0	2	0	2	0	2	0
Host	2	0	5	0	4	0	4	0
Phone	3	0	4	0	3	0	3	0
Delivery	1	0	0	0	1	0	0	0
CoatCheck	2	0	4	0	1	+2	4	0
Managers	2	0	4	0	2	0	3	0

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

DATE: 12/31/07 1/1/08

	AM WORKED	CHANGES	PM WORKED	CHANGES	AM WORKED	CHANGES	PM WORKED	CHANGES
Servers	10	0	21	0	16	0	15	-1
Bar	1	0	3	0	2	0	2	0
Bussers	3	0	6	0	4	+1	4	0
Runners	3	0	6	0	4	+1	4	0
Coffee	1	0	2	0	1	+1	1	0
Host	2	0	4	0	3	0	2	0
Phone	4	0	1	0	2	0	1	0
Delivery	0	0	0	0	0	0	0	0
CoatCheck	2	0	3	+1	2	0	3	-1
Managers	3	0	5	0	3	0	3	1

New Years Eve 2007 Notes

Table Sizes: Many large parties all week 6-10s

Large Party Policies: Normal

Confirmations: Normal

Walk-ins: All week many walk-ins for lunches

Extra Supplies Needed: None

Time Open: Normal

Additional notes: Xmas eve – AM normal, PM busy must have full staff

1st PM after Christmas lunch very slow, below 2nd to start went w/9 brunches, 2nd day after Christmas, beginning of the week late hit, don't cut too early, still a little slow than normal.

3rd day which was a Fri but like a Sat w/ late lunch parties.

Sat/Sun lunch – pushes after 1pm, very slow to start, watch cuts.

Sat/Sun PM – slow to normal PM, pushes from 7-9:30 early cuts, full staffing

BLUE WATER GRILL
MONTHLY MANAGER PLANNING SCHEDULE
DECEMBER

Mon lunch – stop seating at 2:15 – many NYE walk-ins 12-3
NYE dinner: Sold out
