

**Policies and Procedures
Costco**

- Kettle Stand Location:** Inside. Across from Member Services desk.
- Kettle Stand Storage:** **First Shift of the Day:** Between Member Services counter and Photo Lab
Last Shift of the Night: Between Member Services counter and Photo Lab
- During the Day** (if your replacement is late or a No-Show): **Please call us Immediately @250-596-4673. Bucket with money cannot be left on premises. We will come pick it up if your replacement does not show up**
- Seating Available:** Yes. Ask at Member Services counter
- Singing / Music:** Bell Ringing - Yes.
Music and/or caroling – No
- Capacity:** 2 to 4 Bell Ringers