

# Banquet Staffing Assignment Sheet

Date:

Event Name:

Location/Room:

Start Time:

End Time:

Function Type:

Guest Count:

STAFF NAME	POSITION	TIME IN	TIME OUT	SECTION/NOTES
<input type="text"/>				
<input type="text"/>				
<input type="text"/>				
<input type="text"/>				
<input type="text"/>				
<input type="text"/>				

Special Instructions / Notes:

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Prepared By

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Date

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Banquet Captain/Manager