

DOCENTS REMINDERS: FYI's for your work in the MGAHS Museum

Sales

- ◆ **The Price List is on a clipboard and in the Docent Notebook for your reference. Order Forms are also available for visitors to take with them.**
- ◆ Receipts are available if someone buys something and requests a receipt.
- ◆ When you receive money for **Sales** or **Memberships**, please put that money in the corresponding envelope in the money box. Donations may be put in the donation jar or in the **Donations** envelope.

Showcases G & H

Located in the back area of the museum, these showcases will have rotating displays.

The Mt. Gretna Park Dinner Bell

Displaying the Dinner Bell was completed with funds raised in honor of Pat Pinsler and was one of Pat's last requests.

Scavenger Hunt for Children

The Scavenger Hunt for Children and the answer sheets are available in the cabinet behind the museum counter.

Tutouria

Tutouria instruction sheets are available for visitors. As part of an Eagle Scout project, there is now a unique QR code located at each building site on the tour.

The Docent Note Pad

Docents, don't forget to leave notes on the Docent Note Pad with your signature. These could include interesting happenings, questions, suggestions or whatever needs to be shared or considered for the sake of the museum. We will read and follow up!

In Case of Locked Museum Door

Docents, don't forget that there is a card with key phone numbers taped to the downstairs door. Please call these numbers to reach someone who can open the Museum door.

Reminder

FYI - only Fred, Susan, and Cindy are trained to play the organ.

DOCENTS, FINALLY A HUGE THANK-YOU FOR ALL YOUR HARD WORK!!!