

CONSOLIDATED EVENT DETAILS REPORT

Generated on 2025-10-01 at 12:48:38

Total Events: 1

Event ID	Event Name	Event Type	Status
611642	09.27-AF-MM Ravioli / Parm Che...	Food Demo/Sampling	Active/Scheduled

EVENT DETAIL REPORT

IMPORTANT!!! This report should be printed each morning prior to completing each event.

1. The Event Details Report should be kept in the event prep area for each demonstrator to review instructions and item status.

2. The Event Co-ordinator should use this sheet when visiting the event area. Comments should be written to enter into the system at a later time.

3. Remember to scan items for product charge using the Club Use function on the handheld device.

Retention: This report should be kept in a monthly folder with the most recent being put in the front. The previous 6 months need to be kept accessible in the event prep area. Reports older than 6 months should be boxed and stored. Discard any report over 18 months old.

Event Number	Event Type	Event Locked
611642	Food Demo/Sampling	N
Event Status	Event Date	Event Name
Active/Scheduled	2025-09-27	09.27-AF-MM Ravioli / Parm Cheese

Item Number	Primary Item Number	Description	Vendor	Category
990375852	19396845624	MM GRATED PARM CHEES	472612	46
990401396	19396848789	MM BCN CBNA RAVIOLI	45963	57

MUST BE SIGNED AND DATED

Event Specialist Printed Name: _____

Event Specialist Signature: _____

Date Performed: _____

Supervisor Signature: _____