

Magical Hospitality Indianapolis-Greenwood #346 Northern Region ~ Jodi Brink & Jean Ann Castaneda, Mgrs Great Leadership From GM ~ Cynthia Baird

Early November 2006 we had our "usual" birthday party for our daughter and friends in your Greenwood, IN store. The service was good as usual, however one person in particular, a woman named Kayla (last name unknown), provided outstanding service in keeping us happy with the meal timing, token replenishment, and of course drinks. She could have done "the minimum", but went out of her way to make sure we were well taken care of. The unique part of this is that she was aware that our birthday party was not scheduled through your organization, we just showed up with a cake and kids! We have been to parties scheduled through the store, and have observed the dedicated service person assigned to each group. The amazing part of our service, was that Kayla gave us the same level of service without the "assigned" part. I know that this can go unnoticed as part or your organization when folks like us pay to have fun in your establishment, however this young lady deserves a special thanks for her special attention to our needs. It made my life easier and the party a seamless success. Sorry it took so long to let you know.

**Brian Neilson** 



I have done parties in the last five years in my local living vicinity (Virginia). I am not showing partiality when I say this because Chuck E Cheese is a fun place anywhere and at anytime. However, the Manassas' Chuck E Cheese was the most exciting, , worthwhile and where we were giving the most extravagant service. First of all, my host Eric is very courteous to my family and quest. He is very energetic when it comes to the dancing. For instance, He gets all the kids involved in the fun and he even can get some adults in the dancing. What was so hilarious was that he got my mother, who is 60 years old up and dancing, we look at the tape of that all the time, it brings our family laughter every time we watch the video. Eric does everything for me and he does not like it when I do things that pertain to the party because he says that is his job and my job is to relax and enjoy myself. During present time, he wrote down the name of the gifts and to whom they were from, and also read the card out loud to my child (This is a service that I do not get at any other Chuck E Cheese). Eric is just a great host. Trust my credibility when I say that he is an awesome host because this was the third party that he did for one of my children. In addition, the management is very good here. I told the manager Brian about how well his employees are doing, he is also extremely polite and helpful. Every time we go the store, Brian is always making sure we are enjoying ourselves with a smile on his face. Likewise, his technicians are very punctual on fixing our games. I really enjoy this Chuck E Cheese. I am just writing them to tell them to keep up the great work.

,Tara Thompson, PhD

Magical Hospitality Novi, MI #331 Midwest Region ~ Kevin Raguso, Manager Great Leadership From GM ~ Chad Estrada



I just wanted to let you know how much my daughter enjoyed her birthday party. It was a total success. Our hostess was outstanding! Having never even been to a party myself, I felt very nervous and clueless, but our hostess took care of everything. She was kind and understanding. Everyone had a great time. I want to thank the Birthday staff at 12 Mile, Novi, MI.

,Sue & Shannon Mulhall

# **Compliments**



# **WEEK 52**

Week Ending December 31, 2006 <u>Midwest Region:</u> 346 <u>Western Region:</u> 451 <u>Southwest Region:</u> 301, 891, 599, 733 <u>Northeast Region:</u> 501, 487, 505, 965 <u>Southeast Region:</u> 118

# TOP TEN SALES VOLUME

1 #522 Brooklyn, NY \$95,905 2 #446 Bell / LA \$78,186 3 #716 New Orleans-Veteran \$77,630 Queens, NY 4 #513 \$75,128 5 #453 Ventura / LA \$71,133 6 Bronx, NY #523 \$70,863 7 Sterling, VA #654 \$70,350 8 #948 St Louis—St Charles \$68,812 9 #456 Skokie /Chicago \$66,196 10 #410 Sacramento-Arden \$64,123

# **Complaints**

Week Ending December 31, 2006 <u>Midwest Region:</u>

97, 873, 855

### <u>Western Region:</u>

413, 443

Southwest Region:

943, 706, 716, 706

Northeast Region:

485, 457, 481, 476, 554

### Southeast Region:

635, 601, 725, 437, 722, 719

### TOP TEN SALES INCREASE

LOCA	TION	% INCREASE
#873	Vaughn, ONT	111.8%
#889	North West Hwy/OK	40.4%
#426	Lakeland, FL	33.0%
#589	Anchorage, AK	30.6%

 #034
 Oaklawn/Chicago
 29.0%

 #575
 Houston/Wesleyan
 27.8%

 #970
 Memphis, TN
 26.4%

 #592
 Houston-Webster
 23.0%

30.5%

20.9%

Metcalf / Kansas Ci

Wilkes Barre, PA

#533

#067

### Important Entertainment Stuff!

Happy New Year! We've got 3 things we want you to know really quickly:

1. The license agreement for the Cha-Cha Slide has expired, but we've secured the Hokey Pokey for 2007! You should have received a new Road Show CD for 2007. Please send back your old Road Show CD 'attn: Entertainment Dept.'. Thanks!

2. We produced new Choreography Training videos (w/the Jan Show) for you guys that are able to play in your showroom! If you've got a Studio C, your training videos can be chosen using the Manager Control Panel (when store is closed). If you have any other stage format, you should have received training material on either DVD or VHS. Simply place it in your player for the show and train away! Once again, this training material is to be used when the store is closed. Thanks again!

Audio levels: keep those levels up in the field. Remember...music equals energy. If you can

# **MARKETING INFORMATION**

On January 9<sup>th</sup> 2007, we will be launching our monthly email campaign to guests who have signed up to receive coupons through our Chuck E-Club Newsletter. These 4 offers will be the following coupons below with an expiration date of February 4th 2007.

### US COUPONS

Coupon#1	Coupon#2	Coupon#3	Coupon#4
\$19.99	\$10.00	\$23.99	\$12.50
1-2 Topping Pizza	Buy 40 Tokens	1 Large Pizza	Buy 50 Tokens
4 Soft Drinks	Get 40 Free	(1-2 Topping or our Super Combo)	Get 50 Tokens Free
28 Tokens	Total of 80 Tokens	4 Soft Drinks	Total of 100 Tokens
Coupon Code #173	Coupon Code #325 1 Larg	28 Tokens ge Salad	Coupon Code #321
		Coupon Code #205	

CANADA COUPONS

Coupon #1	Coupon #2	Coupon #3
\$29.99	\$16.50	\$23.99
Large 1-2 Topping Pizza or Combo	Buy 50 Tokens Get 50 Free	Large 1-2 Topping Pizza or Combo
4 Soft Drinks	Coupon Code #801	4 Soft Drinks
24 Tokens		24 Tokens
1 Large Salad Bar		Coupon Code #800
Coupon Code #803		

You may see some of these coupons come in a text format. Please except these as well as some of our guests cannot receive the HTML coupon graphics. If you have any other questions about our E-marketing program, feel free to call me directly at 972-258-4281 or email <u>rlinders@cecentertainment.com</u>



### Exchange or Advance replacement Items available from the SPT Technical Support Department.

**Studio C Show Items** - Studio C Computer, Cop Controller, Pioneer DVD Players, Sigma A/V Switcher, Crown Amplifier, 571 Symetrix, JVC Camera, Sony Camera, PIP Modules for Crown Amp (RPA, BEQ,XOV), Complete DTU Control Box, BVS Master key, Manager Control Panel.

**3 Stage Show Items** – 24 and 5 Volt Power Supply, Triad Computer, A/V Switcher, Yamaha Amp (2200 and 2250 models), 571 Symetrix, Long Driver Boards, 8 Circuit Triac PCB, Organ and Sign PCB's, Ribbon Cables.

**CEC Stage Show** – 5, 12, 24 Volt CEC Power Supply, 68HC11 CPU card, Character Cards, Light Driver Cards, Card Cage, Crown Amp, CEC A/V Switcher, Bose Controller, LCD Display.

**Amutec Games** - CEC Photo Ride Timers, CEC Photo Ride Sony Printer, Barney Ride Timers, Carousel Ride Timers, Soft Starter Box for Carousel Ride, 10 way light Chaser for Carousel Ride, All Amutec ride Timers, System 4000 Timers.

**Jolly Roger Games** – Hydraulic Helicopter Timer, System 4000 Timers (Bob the Builder, Clifford, ABC, Teletubbies), System 4000 Power Supplies all rides.

**Memo Park Games and Rides** – ELY Helicopter, Delta Fly, Crazy Balloon, Crazy Biker, Sea Clette, Funny Clette, Touch Sensor PCB (Black Box PCB), Tic Toc CPU, Tic Toc Transmitter PCB, Big Foot CPU, Rally Car CPU, Rocket CPU, CEC Magician CPU, Cobra CPU, Super Mole House CPU and Super Mole Tractor CPU, Rocking Horse CPU and Sweet Remind CPU.

Cromptons Rubble Bubble Game - Rubble Bubble CPU, Universal Hopper

**I.C.E. Games** – Sketch Book Printer 1200 and 1300 models, Kiddie Coaster DVD Player, Disk for Kiddie Coaster.

Sky Tube Sound PCB's - Nascar, Slide Sound, Monkey Cage, Train

Card System – Controller box, Swiper display unit, Controller box with Emulator.

Interactive Light Slide It Computers

**Todd Control Box** 

**Hard Drives** – Rush the Rock, Rush Extreme, Arctic Thunder, Slide IT (Global VR), Coloring Book R04, R06, R08, R09, R11, Chatty CEC 630, 623, 626, Racing Jam, California Speed, Studio C Computer

Please call the SPT Technical Support Department at 785 862 6002, if you have any questions

**Report Accidents** Immediately 11-232-24

Report the incident immediately to the Manager. The CEC goal is to report each injury within 24 hours.

Notifique el accidente de inmediato al gerente. La meta de CEC es informar cado lesion dentro de las 24 horas.

# PUF EL 877-23 Informe los Accidents nmediatamente

Provide as much information as possible so your Manager on Duty will report the accident correctly. Remain calm and don't panic.

Proporcione la mayor cantidad de datos posible de manera que el gerente de turno comunique lo sucedido debidamente. Mantenga la calma. No entre en pánico.

### 01/07

# Report Accidents Immediately

Informe los Accidents Inmediatamente



### **BACKGROUND INFORMATION**

When an accident occurs, it is important to react promptly to ensure proper care, correct reporting and immediate response. After the injured is attended to, accident reporting is vital to document the incident, prevent further accidents and provide information for process improvement. At this time, demonstrate potential hazards, such as, slippery floors, damaged floor mats or sharp edges.

### **INFORMACIÓN PREVIA**

Cuando ocurre un accidente, es importante reaccionar con prontitud para asegurar la atención adecuada, la notificación correcta de lo sucedido y dar una respuesta inmediata. Una vez que el herido ha sido atendido, es fundamental comunicar el accidente para dejar constancia de lo ocurrido, prevenir futuros accidentes y obtener información para mejorar los procedimientos. En estos casos, demuestre posibles riesgos, como por ejemplo pisos resbaladizos, felpudos estropeados o bordes afilados.

### WHAT TO DO IF A GUEST IS INJURED

- Report the incident immediately to the Manager.
- Provide First Aid if you are trained to do so.
- Contact emergency services if necessary or requested by a Guest. Call 911.
- Take the time after the accident, to write down what you remember about the incident.
- Provide as much information as possible so your Manager on Duty will report the accident correctly to the Support Center.
- Assist the Manager in correcting any hazardous condition.

#### WHAT TO DO IF A CAST MEMBER IS INJURED

- Report the incident immediately to the Manager. If the injured is a minor, notify parent(s) immediately.
- Provide First Aid if you are trained to do so.
- Contact emergency services if necessary or requested by a Cast Member. Call 911.
- Take the time after the accident, to write down what you remember about the incident.
- Provide as much information as possible so your Manager on Duty will report the accident correctly to the designated insurance company or TPA.
- Be sure to give the injured Cast Member an "Employee Statement of Injury" form to complete and fax to the Support Center Workers Compensation Department at (972) 258-4522.

CHUCK

E CHEESE'S

Remain calm and don't panic.

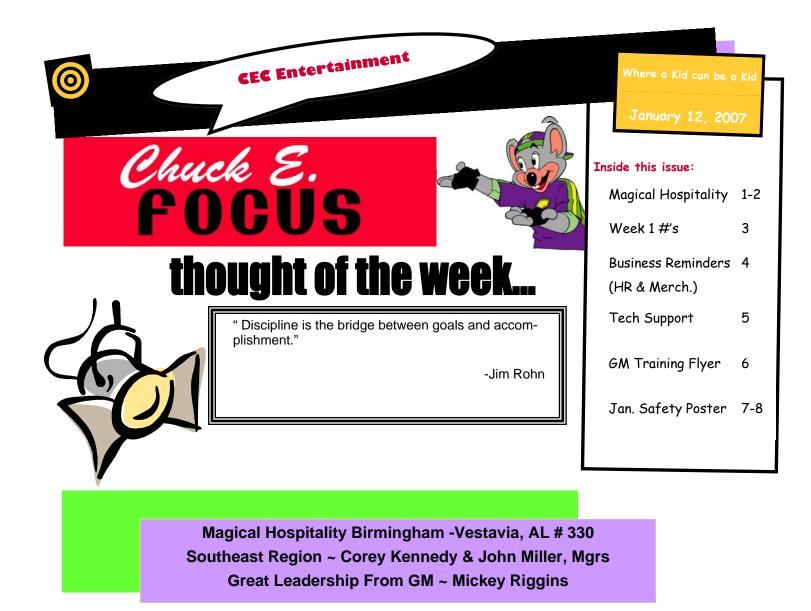
#### CÓMO PROCEDER SI SUFRE UNA LESIÓN UN CLIENTE

- Notifique el accidente de inmediato al gerente.
- Brinde primeros auxilios si cuenta con preparación para hacerlo.
- De ser necesario o solicitado por el cliente, comuníquese con los servicios de emergencia. Llame al 911.
- Tómese un tiempo después de lo ocurrido para dejar por escrito todo lo que recuerde sobre el accidente.
- Proporcione la mayor cantidad de datos posible de manera que el gerente de turno comunique lo sucedido al Centro de Apoyo debidamente.
- Colabore con el gerente para corregir cualquier condición de riesgo.

### CÓMO PROCEDER SI SUFRE UNA LESIÓN UN EMPLEADO:

- Notifique el accidente de inmediato al gerente. Si el herido es menor de edad, avise enseguida a sus padres.
- Brinde primeros auxilios si cuenta con preparación para hacerlo.
- para hacerlo.
   De ser necesario o solicitado por el empleado, comuníquese con los servicios de emergencia. Llame al 911.
- Tómese un tiempo después de lo ocurrido para dejar por escrito todo lo que recuerde sobre el accidente.
- Proporcione la mayor cantidad de datos posible de manera que el gerente de turno comunique debidamente lo sucedido a la compañía de seguros designada o TPA (Agente de Mediación).
- Telecopie "la declaración de empleado de la herida" al departamento de la compensación de trabajadores a (972) 258-4522
- Mantenga la calma. No entre en pánico.

@ 2007 CEC Entertainment Concepts, L.P.



We celebrated my son's 2nd birthday on 1/1/07 with Chuck E. Cheese at your Vestavia, AL location. It was a great experience for myself, my son and our birthday guests! I made reservations on line which was very quick and easy to do. When we arrived the table was set and ready. The birthday supplies you provided were more than what I expected you to provide, which was a nice surprise! The table looked great! The host (I'm sorry to say I forgot the young man's name) greeted me, explained the party package and handled everything for us. He was such a pleasure and always around if I had a question or needed him to make an announcement for the guests. The flow of the party went great and for once I was able to enjoy the party and our guests instead of tending to all the party arrangements. I can't thank you enough for the great experience!! I will tell all my friends with children what an enjoyable time we had!

Sincerely, Dawn Action

# Making Magical Hospitality

**CEC Makes Magic –Fort Smith, AR #301** Southwest Region, Jeremy Smith, Manager Great Leadership From GM ~ Greg Chapman

I was in your Fort Smith, Arkansas store at about 11:30 on 12/28/06. Since we are out of school for Christmas break, I thought I would take my kids in. You guys were extremely busy so we were very hesitant about coming in. It took about 15 minutes to get our pizza. A young man who said his name was Brad introduced himself, described our pizza and told us that he was fixing games and if we needed help with any of them to not hesitate to ask him and he would be more than happy to help us. He came back several times to make sure that we where doing just fine and a few times asked my kids what there favorite game was and he told them that it was his too, but he couldn't play any right now and gave them a few tokens to play for him. It blew my mind that he could deal with all of these kids, how busy it was, and still make time to make sure my family and other families were enjoying themselves. We've always been big on customer service and I believe today is the best service I've ever received. This Chuck E Cheese is always clean and has great customer service, but today you guys can add another feather to your cap!

Thanks for a wonderful time.

Bridget Anderson and Family

Magical Hospitality Mentor, OH #743 Northern Region ~ Frank Ferrato & Michelle Schaffer, Managers Great Leadership From GM ~ Dale Clark

I'm writing about a birthday part6y we had on Sunday, Jan. 7. Our server was Nikki Groul (not sure of the spelling). We had 10 kids plus parents in our party. The service was outstanding. Nikki attended to our every need. Even my nephew asking for milk didn't throw her. I didn't even know you "had" milk.

I let the manager know that Nikki was excellent, and even though the restaurant was completely saturated with people, I never felt rushed or in need of anything. I wouldn't have done a Chuck E. Cheese party if my daughter hadn't asked for one, but after this experience I would highly recommend it!

Sincerely, Jennifer Kime



# **Compliments**

Week Ending January 7, 2007 <u>Midwest Region:</u> 728, 604, 359, 713, 844 <u>Western Region:</u>

<u>Southwest Region:</u> 3-599, 2-31, 3-304, 2-416 <u>Northeast Region:</u> 481, 646, 743, 533, 557, 557, 537 <u>Southeast Region:</u> 772, 652, 654, 330, 614, 420

# **Complaints**

### Week Ending January 7, 2007 <u>Midwest Region:</u> 348, 685, 97, 685, 604, 53, 873, 567, 345 <u>Western Region:</u> 108, 318, 42, 357, 356, 447, 406, 445 785 <u>Southwest Region:</u> 2-416, 417, 597, 38, 962 <u>Northeast Region:</u> 628, 510, 526, 554, 455, 543, 762, 763, 938, 537, 737 <u>Southeast Region:</u> 969, 121, 658, 433, 79, 759, 869





# TOP TEN SALES VOLUME

1	#446	Bell / LA	\$94,487
2	#456	Skokie / Chicago	\$90,532
3	#418	Sun Valley / LA	\$84,584
4	#716	New Orleans-Veter	\$84, 432
5	#410	Sacramento-Arden	\$81,150
6	#465	Torrance / LA	\$77,369
7	#438	Kendall, FL	\$76,498
8	#682	Boca Raton, FL	\$76,050
9	#0058	Tinley Park / Chicago	\$75,795
10	#377	Lynwood, CA	\$75,777

### TOP TEN SALES INCREASE

LOCATION

% INCREASE

2011	
Troy, MI	101.9%
Hialeah / Miami	48.0%
Langley/Vancouver	45.9%
Anchorage, AK	45.2%
Amarillo, TX	43.0%
Oaklawn/Chicago	38.0%
Lake Jackson, TX	37.0%
South Dade, FL	37.0%
San Antonio/Bander	36.4%
Knoxville, TN	35.8%
	Hialeah / Miami Langley/Vancouver Anchorage, AK Amarillo, TX Oaklawn/Chicago Lake Jackson, TX South Dade, FL San Antonio/Bander

Page 3



### REQUIREMENTS ON DOCUMENTATION RETENTION

There are both federal and state requirements concerning the length of time employment records should be retained. To ensure your location is in compliance with the law and operational standards, please be sure to review the December 28, 2006 Intracompany E-mail Correspondence from the Internal Audit Department, specifically pages 13 through 15. It provides information regarding the following documents/ records: Employee Files, I-9 forms, Files of Terminated Employees, Cast Member and Management Work Schedules, and Time and Attendance Detail Reports. Applications for all prospective employees should be kept in a designated location within the store for one year and then disposed of accordingly. Some states require Work Permits be kept for a specified amount of time once an employee has termed. Most states post their requirements on the work permit. Refer to your state's work permit and/or any literature you may have received providing State Labor Laws. If you are unsure of your state's requirements phone P.J. Grisham at ext. 5433 to be placed in contact with your Human Resources Manager.

Merchandising Info......

# NEW High End on the Way

As we are gearing up for our busiest season, it is time to clean out your slow moving high end. What to do?

\*\*Discontinued/ Slow Moving High End Prizes\*\*

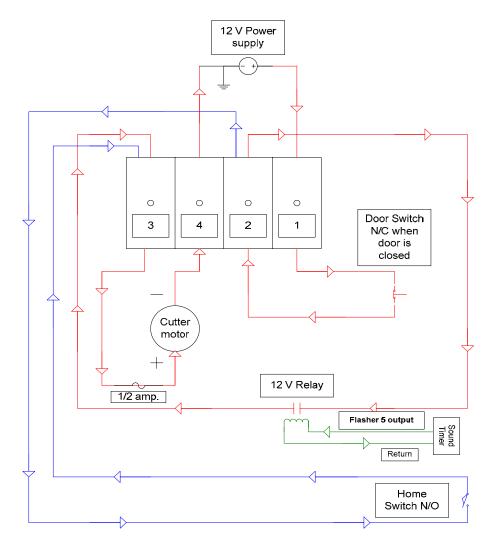
- Reduce the ticket value

- Move to a lower shelf



### Amutec Photo Ride Auto-Cutter Motor and wiring diagram

For the auto cutter circuit there is a fuse that protects the auto-cutter motor. To properly protect the motor from failing prematurely the correct value should be a 500m (1/2) amp GMA fast blow fuse. A replacement fuse is available from the SPT Parts Department, part # APR-0228 and cost only .21 cents. Having the correct fuse in the auto cutter circuit will help preserve the life of your auto cutter motor.



**<u>RED CIRCUIT</u>**- This path is active when the timer tells the cutter to go via the flasher 5 output activating the relay coil. It holds the contacts closed until the cutter blade makes more than one full pass.

**BLUE CIRCUIT**- When the cutter moves away from the home switch after the first pass the relay de-energizes and the blue circuit takes over to make the second pass. When the cutter returns to the home switch after the second pass the switch returns to the N/O position and stops (opens) the circuit causing the auto cutter motor to stop.

Please call the SPT Technical Support Department at 785 862 6002 if you have any questions. This will also be available on our website, <u>bbs.cecentertainment.com</u> for future reference.

# SHOW WE THE STANDARD



# January 2007

# TO ALL GENERAL MANAGERS:

Enclosed in your packet are your new Show Me the Standards for Pizza Make/Cut. Please discard <u>ALL</u> old SMTS material and place these updated tools in your red Show Me The Standard board. The updated Par Level sheets are now available on the BBS website for you to print each period and keep in your SMTS board as well.

\*\*If your location has already received the new Salad Bar roll-out, the updated SMTS will be in your next week's packet.

If you have any questions, or need additional information, please feel free to contact your Training Department (x-5448 or x-5449).

Keep Making Magic!!!

**Report Accidents** Immediately 11-232-24

Report the incident immediately to the Manager. The CEC goal is to report each injury within 24 hours.

Notifique el accidente de inmediato al gerente. La meta de CEC es informar cado lesion dentro de las 24 horas.

# PUF EL 877-23 Informe los Accidents nmediatamente

Provide as much information as possible so your Manager on Duty will report the accident correctly. Remain calm and don't panic.

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### 01/07

# Report Accidents Immediately

Informe los Accidents Inmediatamente



### **BACKGROUND INFORMATION**

When an accident occurs, it is important to react promptly to ensure proper care, correct reporting and immediate response. After the injured is attended to, accident reporting is vital to document the incident, prevent further accidents and provide information for process improvement. At this time, demonstrate potential hazards, such as, slippery floors, damaged floor mats or sharp edges.

### **INFORMACIÓN PREVIA**

Cuando ocurre un accidente, es importante reaccionar con prontitud para asegurar la atención adecuada, la notificación correcta de lo sucedido y dar una respuesta inmediata. Una vez que el herido ha sido atendido, es fundamental comunicar el accidente para dejar constancia de lo ocurrido, prevenir futuros accidentes y obtener información para mejorar los procedimientos. En estos casos, demuestre posibles riesgos, como por ejemplo pisos resbaladizos, felpudos estropeados o bordes afilados.

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- Provide as much information as possible so your Manager on Duty will report the accident correctly to the Support Center.
- Assist the Manager in correcting any hazardous condition.

#### WHAT TO DO IF A CAST MEMBER IS INJURED

- Report the incident immediately to the Manager. If the injured is a minor, notify parent(s) immediately.
- Provide First Aid if you are trained to do so.
- Contact emergency services if necessary or requested by a Cast Member. Call 911.
- Take the time after the accident, to write down what you remember about the incident.
- Provide as much information as possible so your Manager on Duty will report the accident correctly to the designated insurance company or TPA.
- Be sure to give the injured Cast Member an "Employee Statement of Injury" form to complete and fax to the Support Center Workers Compensation Department at (972) 258-4522.

CHUCK

E CHEESE'S

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#### CÓMO PROCEDER SI SUFRE UNA LESIÓN UN CLIENTE

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- Colabore con el gerente para corregir cualquier condición de riesgo.

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- Telecopie "la declaración de empleado de la herida" al departamento de la compensación de trabajadores a (972) 258-4522
- Mantenga la calma. No entre en pánico.

@ 2007 CEC Entertainment Concepts, L.P.



On Sunday January 7th we celebrated our son's 8th birthday at CEC's. This would be the 3rd party we have had for him at CEC's. It was by far the best party we have had at your establishment. What was so great about our party?? The hostess, Jessica!!!!! She was polite and friendly to al of our guests. Jessica talked to all of the kids and she made sure that everyone had everything that they needed at all times. The party progressed in a timely manner. Jessica was really nice and very professional. It was refreshing to have a young adult interact with the kids and enjoy herself. Jessica made this party the best we have had. Thank you Jessica for helping make our party enjoyable.

Sincerely, The Frahms

# Making Magical Hospitality

CEC Makes Magic –Scranton, PA #541 Southeast Region, Bradley Moyer, Manager Great Leadership From GM ~ Doug Wolfe

My name is Loralee Matthews and I would like to commend your store in Dickson City, PA. The address is 1003 Commerce Blvd. My daughter, who just turned 5, celebrated by having her birthday at Chuck E. Cheese (for the 5th year in a row). I just wanted to let you know how amazing the service, from our server, Megan and the store manager Doug, was. They made us so comfortable and they were so helpful with everything. I truly believe they should be rewarded for their service. Since her 1st birthday at this Chuck E. Cheese, the service seemed to improve each and every year. Doug must be doing something right with his employees because we were also approached by one of the game attendants. He also stated his name and said that if we needed anything to let him know. This experience was so wonderful for my family and my guests. My husband and I appreciated everything Doug. Megan and the game attendant did for us. Because this was my daughter's 5th birthday, it was one that we won't ever forget! I just wanted to say Thank You to them and to you for being here for our kids. Please give this store recognition for Outstanding Customer Service. My second daughter is turning 4 at the end of February and this year will be her third party at Chuck E. Cheese. Thanks from all of us.

Loralee and Ryan Matthews (Elora-5 yrs, Emma—3 yrs, Ethan, 1-year)

Magical Hospitality Pico Rivera, CA #440 Western Region ~ Javier Sanchez, Manager Great Leadership From GM ~ Krissy Heath

I just wanted to comment on one of your employees by the name of Ms. Hope. She is the lady that does the kid check. As you know she is the first person you see, she is very welcoming and treated us very nicely. She answered all our questions and was very nice to my child. I wanted to recognize her because she gave us great customer service. Anything we asked her, she knew the answer and if we had trouble with one of the machines she made sure we received help. She also went out of her way to get us ice cream from the vending machine. Because of her service, we will definitely go back to Chuck E. Cheese as it was a pleasant experience for my son and the rest of the family. Thank you.



# **Compliments**

Week Ending January 14, 2007 <u>Midwest Region:</u> 73, 85, 82, 77, 67 <u>Western Region:</u> 2-329, 440, 314, 785, 338 <u>Southwest Region:</u> 3-599, 31, 570, 935 <u>Northeast Region:</u> 542, 753, 650, 476, 541, 534 <u>Southeast Region:</u> 118, 770, 637, 538, 502

# **Complaints**

Week Ending January 14, 2007 <u>Midwest Region:</u> 673, 54, 724, 688, 829, 971, 345 <u>Western Region:</u> 318, 108, 308, 442, 393, 439 <u>Southwest Region:</u> 668, 416, 856, 853, 962, 857, 90, 711, 558 <u>Northeast Region:</u> 2-501, 751, 468, 481, 476, 505, 3-101, 541 736, 2-737 <u>Southeast Region:</u> 87, 2-84, 2-969, 705, 637, 601, 616,435, 759, 502, 403, 65, 430



# TOP TEN SALES VOLUME

1	#446	Bell / LA	\$91,355
2	#418	Sun Valley / LA	\$70,337
3	#453	Ventura / LA	\$67,239
4	#522	Brooklyn, NY	\$65,892
5	#523	Bronx, NY	\$60,308
6	#654	Sterling, VA	\$59,761
7	#410	Sacramento-Arden	\$58,872
8	#377	Lynwood, CA	\$58,685
9	#439	National City / San Di	\$57,410
10	#513	Queens, NY	\$57,071

### TOP TEN SALES INCREASE

LOCATION

% INCREASE

#836	West Mississauga	103.7%
#505	Poughkeepsie, NY	68.6%
#589	Anchorage, AK	42.7%
#577	College Station, TX	38.8%
#098	San Antonio-Ingram	38.0%
#533	Wilkes Barre, PA	37.8%
#827	Holland, MI	37.8%
#121	Winston-Salem, NC	37.2%
#853	Brownsville, TX	32.2%
#470	Hartford/Newington	29.5%

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### **Business Reminders**



### Human Resources Update:

When a former employee applies for a position with a Chuck E. Cheese location what should a Manager do?

If you are interested in rehiring this former employee you must call the Human Resources Dept. to check their rehire status. Human Resources will inform you whether the individual is or is not eligible for rehire. This function is to protect management from rehiring a person who may have left the company for undesirable circumstances.

As a reminder: When a former employee separates from CEC and later returns to employment with a CEC location, they may apply for a bridge in their employment service dates if they meet the following requirements:

They return within six months of their resignation; their resignation was given with adequate notice to their supervisor; and their performance record was good. If a former employee meets the above requirements, please contact the Human Resources Department in order implement this process.

# Message from Marketing......



This month we will begin sending out e-mail offers to guests who have registered their children's birthday with us through our on-line Chuck E-Club. This offer will be sent 3 days before their child's birth date and will expire 14 days from the date received. This offer can only be downloaded once and is designed to drive our walk-in birthday party business. This one time offer is valid for 20 free tokens (coupon code #339). No food purchase is necessary for this limited time offer and is valid at participating locations.

For questions about e-mail marketing, please contact Ryan Linders and x4281 or e-mail <u>rlinders@cecentertainment.com</u>



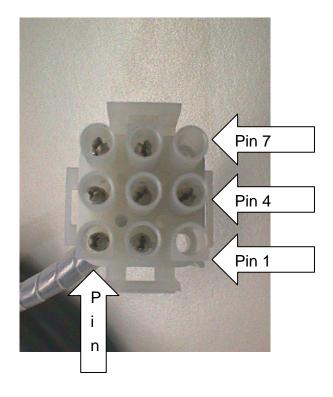
### Memo Park ELY Helicopter Electrical Wiring

It is very important that while you are doing the P.M. on your ride, to remove the outer and inner black box and examine the master link on your drive chain for any wear. A replacement master link can be ordered through the CEC Parts Department, part # MP-1288 at a cost of \$2.23. It may also be a good idea that if your ride is two years or older to replace the master link.

If the master link or the chain breaks at may cause the black wiring harness to break. Also there is a spring attached to the black harness that helps keep tension on the harness so that it stays in the white pulley at the top of the lift assembly. If the spring breaks the tension is lost and the harness will come out of the pulley and become damaged. A replacement cable can be purchased from the SPT parts department part # MP-1479 at a cost of \$54.34. The black harness comes with a 9 and 3 pin molex or amp connector attached to it already. Below is a wiring guide to use to wire in the harness to the bike connector.

Pins 1 and 7 will not have wires in them use that as a guide. If you are using figure 1 below this is viewed from the side as the wires go into the connector.

7     8     9       4     5     6       1     2     3       Figure 1				
		Pin 7 – Sense wire for touch sensor circuit		
head light	pin 1	Pin 3		
head light	pin 2	Pin 2		
Proximity GRD	pin 3	Pin 6		
Proximity 24vdc	pin 4	Pin 5		
Proximity Pulse	pin 5	Pin 4		
Sled Switch	pin 6	Pin 9		
Sled Switch	pin 7	Pin 8		
24vac to bridge	pin 8	Pin 1 of 3 pin molex		
24vac to bridge	pin 9	Pin 3 of 3 pin molex		
ground	pin 10	Pin 2 of 3 pin molex		







# JANUARY 28, 2006 COUPON PROMOTION

All stores will be participating in an FSI coupon promotion on January 28, 2007. Coupons will expire on March 17, 2006. Coupon details by markets are listed below:

- 1 large pizza with one or two toppings or Super Combo - 4 drinks - 30 tokens \$19.99	BUY 40 TOKENS GET 40 TOKENS FREE Get a total of 80 tokens \$10.00	Buy any Large Pizza with 1 topping for only \$9.99	- 1 large pizza with one or two toppings or Super Combo - 4 drinks - 100 tokens \$29.99
ABILENE ALBANY, GA ALEXANDRIA AWARILLO ATLANTA AUSTIN BATON ROUGE BEAUMONT BIRMINGHAM BOISE BUFFALO CHARLESTON, SC CHARLESTON, SC CHARLESTON, WV CHATTANCOGA, TN CHICAGO COLORADO SPRINGS COLUMBIA, MO COLUMBUS, GA DALLAS/FT. WORTH DAVENPORT DAYTON/SPR. DENVER DES MOINES	DETROIT DOTHAN EL PASO ERIE EVANSVILLE FT. SMITH/FAYETT FT. WAYNE GRAND JUNCTION GRAND RAPIDS GREENBAY GREENBAY GREENBBORO-W. SALEM GREENMILLE, SC HATTISBURG, MS HOUSTON HUNTSVILLE INDIANAPOLIS JOHNSTOWIVALTOONA JOPLIN, MO KNOXVILLE LACROSSE LAFAYETTE LAKE CHARLES LANSING	LAS VEGAS LEXINGTON, KY LINCOLN LITTLE ROCK, AR LOS ANGELES LUBBOCK MACON MADISON BROWNSVILLE MAM MINNEAPOLIS MONTGOMERY NEW ORLEANS OMAHA ORLANDO PALM SPRINGS PEORIA PHOENIX PITTSBURGH PORTLAND, OR RALEIGH/DURHAM RAPID CITY, IA RENO	ROANOKE ROCKFORD SAN DIEGO SHERMAN SIOUX CITY SIOUX FALLS SOUTH BEND SPRINGFIELD, IL SPRINGFIELD, MO TAMPA/ST. PETE TOLEDO TOPEKA TRI-CITIES/JOHNSON CITY VICTORIA WACO WEST PALM WICHITA FALLS WICHITA, KS WILKES/BARRE-SCRANTON YOUNGSTOWN YUMA/EL CENTRO
- 1 large pizza with one or two toppings or Super Combo - 4 drinks - 30 tokens \$20.99	BUY 50 TOKENS GET 50 TOKENS FREE Get a total of 100 tokens \$12.50	- 1 large pizza with one or two toppings or Super Combo - 4 regular size soft drinks - 50 tokens \$23.99	- 1 large pizza with one or two toppings or Super Combo - 4 drinks - 100 tokens \$29.99
MARKETS: ANCHORAGE BAKERSFIELD BALTIMORE	CINCY NEW YORK NORFOLKVA BEACH	SALINAS/MONTEREY SALISBURY, MD SAN FRANCISCO	S BARBARA - S MARIA SEATTLE WASHINGTON DC



MADIZETC



MARKETS: ANCHORAGE BAKERSFIELD BALTIMORE	CINCY NEW YORK NORFOLKVA BEACH	SALINAS/MONTEREY SALISBURY, MD SAN FRANCISCO	S BARBARA -S MARIA SEATTLE WASHINGTON DC
- 1 large pizza with one or two toppings or Super Combo - 4 drinks - 30 tokens \$21.99	BUY 50 TOKENS GET 50 TOKENS FREE Get a total of 100 tokens \$12.50	- 1 large pizza with one or two toppings or Super Combo - 4 regular size soft drinks - 50 tokens \$24.99	- 1 large pizza with one or two toppings or Super Combo - 4 drinks - 100 tokens \$30.99
ALBANY, NY ALBUQUERQUE BINGHAMPTON BOSTON CHARLOTTE, NC COLUMBUS, OH	FRESNOVISALIA GREENVILLE, NC (JAX NC) HARRISBURG, PA HARTFORD JACKSONVILLE LOUISVILLE	PHILADELPHIA PORTLAND, ME PROVIDENCE RICHMOND ROCHESTER SACRAMENTO	SPRINGFIELD, MA ST. LOUIS SYRACUSE, NY
- 1 large pizza with one or two toppings or Super Combo - 4 drinks - 30 tokens \$19.99	BUY 40 TOKENS GET 40 TOKENS FREE Get a total of 80 tokens \$10.00	- 1 large one topping pizza - 2 regular size soft drinks - 20 tokens \$16.99	- 1 large pizza with one or two toppings or Super Combo - 4 drinks - 100 tokens \$29.99
MARKETS: AUGUSTA BILOXI-GULFPORT BOWLING GREEN CEDAR RAPIDS CLEVELAND	COLUMBIA, SC CORPUS CHRISTI FLINT/SAGINAW JACKSON, TN KANSAS CITY	MEMPHIS MILWAUKEE MOBILE/PENSACOLA NASHMILLE OKLAHOMA CITY	SAN ANTONIO SAVANNAH SHREVEPORT TULSA TYLER/LONGVIEW

Call the POS department at 972/258-5451 if you have any questions about your registers. If you have any questions after hours, call 817/870-0744.

Please call Piper Ranne at 972/258-5489 if you have any questions about the coupon promotion.



# -CEC TV-

### Wanna be in a MUSIC VIDEO?

Here's your chance!!

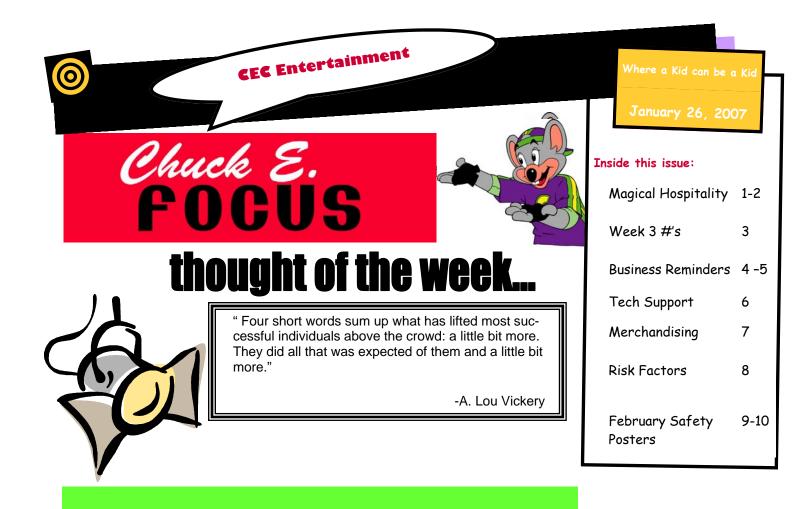
The April 2007 Show is in full production and your store can help!! One video will consist of footage in which cast members across the country will shoot their own 2:00 min music video(SAY WHAT?!). Each store will receive the song via e-mail as an mp3 file. No video can interrupt buisness activites. Only the "best" footage will be used, we make no guarantee to use all submissions given the number of stores. Please adhere to the rules below or the video will not make the fine cut. Thanks and we look foward to your involvement!

Ryan Hollingsworth
 Production Specialist

### MUSIC VIDEO SUBMISSION GUIDELINES

Song : Length :	Lou Rawls, <b>"You'll Never Find Another Love Like Mine"</b> 2 Minutes (There are many of you)
Content :	Cast Members lip syncing or dancing to the licensed song, doing your
	job in a fun and festive way. This also includes Managers, Techs, etc. **Please do not edit yourself, send us the raw footage to allow more
	options in post production**
Location :	Your Store!(Let's specify)
	-NO kitchens, backstages, dumpsters,
	restrooms, roofs or closets.
	-YES showrooms, gamerooms, front of
	stores, marquees
Deadline :	MONDAY FEB. 12, 2007 A.D.
Format :	DV, Mini DV, Digital 8 / Hi-8, Beta SP
	DVD, High Quality Video CD, SVHS
Shipping :	Your Choice (FEDEX recommended), Safe & Secure
Destination :	Support Center
Labeling :	ATTN: ENTERTAINMENT DEPT w/ Store #

Questions? rhollingsworth@cecentertainment.com



### Magical Hospitality Bronx, NY #523 Northern Region ~ Wiber Vincente & Liz Rodriguez, Managers Great Leadership From GM ~ Bruce Chaplin

I visited Chuck E. Cheese's on Saturday, 1/20/07, with my 4 children, and several friends. It was a great day with very professional people working and putting smiles on every child's face. I am a regular customer and I noticed many positive changes such as many new staff members. My family enjoyed when Chuck E. came around with balloons and cotton candy. I would like to give compliments too many staff members Neveen, Shakora, Jay (Mgr), who is very patient and always working as a team with his staff, thumbs up for his hard work. Thanks also to the lady that checked us in and the female staff member who accompanied Chuck E. around with cotton candy and balloons, they were both really great with my family (allowing us to take pictures). Lastly, there was a young man in charge of disposing of the trash, he was extremely helpful in assisting me. I am so appreciative of all the staff at this location, we are looking forward to our next visit. Have a great day and thank you!!!!!!!

Barbara Woods and family (& friends)



My daughter was to have a party on 1-7-07, she became very ill and was in the hospital so we had to change the date. I spoke with a nice guy named Adam and he walked me through the process and changed everything perfectly for me. (date changed to 1-14-07). My host was a very professional looking young lady named Natalia. I've never experienced such a kinder, on top of things person. She made sure that my daughter (now 3) had a great time. My husband and I did not have to worry about a thing. She served us, was always there at the right time and had a beautiful smile at all times! I would recommend her to all my parents (I am a preschool teacher) and our friends that go to this location.

Thank you for having someone like Natalia who really does care about her job and the families that she comes into contact with.

Sincerely, Alex and Cheryl Perez

> Magical Hospitality North Garland, TX #584 Southwest Region ~ James Vaughan & Natosha Page, Managers Great Leadership From GM ~ Bryan Schwieterman

I have not been to Chuck E. Cheese's since I was a kid. My husband recently turned 31 and wanted to go there for his birthday—for our son's sake. There was one individual— Tony Win—who was the most friendly and helpful employee. He was always there when we needed him. I mentioned to him that the ladies restroom was out of soap and he took care of that immediately—when we were singing to my husband, he overheard us and told us he would bring Chuck E. to sing to him as well—he was extremely attentive and helpful in every way. There are about 3 other instances that he was helpful with. It was just so nice to go out to dinner as a family and know that if there is anything you need you will be immediately taken care of.

I was sure to tell his manager about such a wonderful employee—but I also wanted to pass this information on to you as well. Tony was wonderful.

# **Compliments**

Week Ending January 21, 2007 <u>Midwest Region:</u> 73, 326, 828, 873, 567, 971, 360 <u>Western Region:</u> 329, 300 <u>Southwest Region:</u> 599, 599, 599, 599, 599, 304, 854 <u>Northeast Region:</u> 501, 481 <u>Southeast Region:</u> 772, 383, 368, 969, 954, 722

# **Complaints**

# Week Ending January 21, 2007

<u>Midwest Region:</u> 54, 686, 931, 555, 971, 970, 360

### <u>Western Region:</u>

373, 108, 404, 465, 2-362, 339, 332, 443, 320, 300

Southwest Region: 591, 579, 105, 609

### Northeast Region:

524, 489, 752, 2-479, 467, 481, 505, 513, 2-554, 2-737

<u>Southeast Region:</u>

474, 2-770, 605, 74, 638, 601, 450, 2-65





# TOP TEN SALES VOLUME

1	#446	Bell / LA	\$100,107
2	#418	Sun Valley / LA	\$82,915
3	#453	Ventura / LA	\$79,929
4	#522	Brooklyn, NY	\$74,851
5	#377	Lynwood, CA	\$72,765
6	#438	Kendall, FL	\$72,090
7	#410	Sacramento-Arden	\$70,978
8	#041	Bakersfield, CA	\$70,432
9	#523	Bronx, NY	\$70,041
10	#465	Torrance / LA	\$69,924

## TOP TEN SALES INCREASE

LOCATION

% INCREASE

#589	Anchorage, AK	60.2%
#746	Mansfield, OH	50.7%
#426	Lakeland, FL	36.5%
#575	Houston-Weslayan	35.7%
#971	North Memphis, TN	32.1%
#836	West Mississauga	28.4%
#970	Memphis, TN	27.6%
#558	Colorado Springs	26.0%
#650	New London, CT	24.9%
#034	Oaklawn / Chicago	23.7%

Page 3

### **Business Reminders**



- TO: Participants of The CEC Entertainment 401(k) Retirement and Saving Plan
- FROM: Susie Close
- DATE: January 22, 2007

### SUBJECT: CEC Entertainment 401(k) Retirement Savings Plan Guaranteed Income Fund effective yield

Effective January 1, 2007, the interest rate for the Guaranteed Income Fund (GIF) will remain at 3.10%.

This rate will remain in effect from January 1, 2007 through June 30<sup>th</sup> 2007, and is guaranteed not to change during that time.

For your convenience, this information is also available by calling Prudential's Answerline at 1-877-778-2100 or on the internet at <u>http://www.prudential.com/online/retirement</u>

If you have any questions please contact the Benefit Department.

### Price Change Materials to Hit Your P&L

Expect about \$70 to hit your office supplies in January and February for the menu materials used to execute the recent price change.



### IS IT REALLY MYSPACE?

A significant number of CEC employees have a personal web page on internet sites such as myspace.com. The web page usually includes personal data as well as pictures. We do receive complaints about employee's web page data and/or pictures that are viewed as offensive. Some web pages have pictures of our mascot, Chuck E, presented in a distasteful manner. Please remember and remind your staff that CEC has a Business Ethics and Standards policy. The policy states that the behavior of every employee contributes to CEC's image and its reputation. It would be considered a violation to the policy if <u>any</u> employee engaged in <u>any</u> conduct or action that would cause CEC or its employee's embarrassment or creates the appearance of indecency. A violation to the policy may result in disciplinary action up to and including termination.

# Message from Marketing......

On Tuesday, January 30<sup>th</sup> we will begin testing weekday lunch offers. These will be sent to approximately 225,000 guests who have asked to receive weekday offers through our e-mail campaigns. These lunch coupons are only available Monday-Friday until 3:00pm. After 3:00pm on a weekday and on Saturdays and Sundays, these coupons are not valid and will not be active on your registers. These offers are currently not available in Canada during this test.

Buy 20 Tokens	\$9.99	\$5.99	\$2 Off
Get 20 Free	1 Individual Cheese Pizza	1 Small Cheese Pizza	1 Large Salad Bar
Coupon Code #345	1 Large Salad Bar 1 Adult Soft Drink	1 Adult Soft Drink 1 Kids Drink	Coupon Code #219
	1 Kids Drink	5 Game Tokens	
	5 Game Tokens	Coupon #217	
	Coupon #218		

If you have any other questions about our E-marketing program, feel free to call Ryan Linders directly at 972-258-4281 or email <u>rlinders@cecentertainment.com</u>

# Note from Purchasing:



In addition to the new drink cups, and the recent and ongoing sandwich and salad bar enhancement, we have a few more new items on the way. Items 2-5 will all help reduce paper cost this year.

- 1)If you are not already receiving item 653634-Perdue Chicken Breast, you will be soon. This item is replacing item 503821-Tyson Chicken Breast in all Mclane Divisions. By March, Mclane should be completely out of the Tyson product. Without losing any quality you will see a small cost savings with this new Perdue product.
- 2)Soon all stores will be receiving **new 12 & 20 oz. translucent beer cups**. You won't notice a difference in quality, but you will realize a significant cost savings with these new cups. We expect these new cups to start hitting stores in February and be available to all stores by March.
- 3)There will be a **new plastic food film** available soon. This film has been quality tested, is safer, easier to use, and cost much less that what you've been using. We expect this new product to be available to all stores no later than early March.
- 4)You may already be receiving item **380204-Foam Container**. This item is replacing 422204-Foam Container. You should not notice a difference in quality, but you will notice a significant reduction in cost. All stores should definitely have this new product by the end of January.
- 5)Next week you will receive a memo in regard to **new straw / lid dispensers**. These new units will be rolled out to all stores during February and early March.

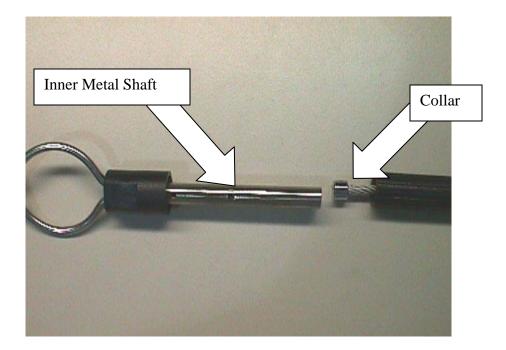
If you have any questions, please give ole purchasing a call at 972-258-5550.



Memo Park CEC Magician Wands

At times the wand cable for the CEC Magician game can become damaged or badly tangled and need to be replaced. You can replace the entire wand with cable from the SPT parts department at a cost of \$7.49, part **# MP-000T-30**. However if only the cable needs to be replaced and the rest of the wand is good, you can order just the cable which is part **# MP-000T-38** at a cost of \$1.74. With the cable you will also receive a collar that will be used to secure the cable to the wand (See Picture). The wand cable must always make contact to the wand ring. The wand cable is grounded and the spiral has a wire attached to it that goes to an input on the main CPU board. So you should measure with your Digital Volt Meter 5 volts DC from the ring on the wand and the spiral. That is how the game knows that the player has lost and will then dispense one mercy ticket. When you install the new cable you may have to cut off a ¼" of the inner metal shaft of the wand to make sure that the black plastic sleeve of the wand goes on completely and secure. (See picture) The new collar is a little larger then the original collar requiring you to cut the inner metal shaft.

Please call the SPT Technical Support Department at 785 862 6002, should you have any questions.







# <u>Current/Old Merch Program</u>

# SE & N Regions ONLY

Merchandise Category Changes

30 tix Plane Prize is now 30 tix Noisemaker Prize The generic item # is the same, 55571

15 tix Noisemaker Prize is being discontinued You will only carry 6 items in the 15 ticket level

# <u>New Bin Program</u> SW, W & MW Regions

The 15 TIX Transparent Hand Clapper (15 Noisemaker) is moving from bin 10B to bin 40C.

If you current have inventory, use them when you are finished with the Microphones.

RISK factor

# Emergency Exits and Emergency Lighting -

Will Your Emergency Exits/Lights Work When You Need Them?

### ARE YOU PROVIDING A SAFE EXIT FROM YOUR CHUCK E. CHEESE FACILITY IN THE EVENT OF AN EMERGENCY OR BLACKOUT SITUATION?

Emergency lights and exit signs provide lighting in the showroom, the game-room, the kiddieroom, corridors, stairwells, ramps, escalators, aisles, and exit passageways during power outages and emergencies. If your exit signs & emergency lights fail to operate properly, our guests, cast members, & management can become disoriented and chance of injury greatly increases. Emergency lights and exit signs are needed to provide <u>life-saving</u> illumination during power-outages, earthquakes, or other emergencies.

Emergency Exit doors need to open and close properly with a working (loud-audible) Detex alarm. Remember to change the batteries on ALL Detex alarms when required or at least when we change our clocks in the Spring & Fall (twice a year).









If the Emergency light fails to operate when the test button is pushed, more than likely the battery has failed (but remember to also check the bulbs). All emergency lights have an internal battery and battery charger. Replacement Batteries can be purchased at Grainger's or City Lighting.

Occasionally the charger will fail and the emergency light will have to be replaced. A replacement light can be purchased at Grainger's for around \$50. Part number 4PH08.

<u>Checking Emergency light operation only takes a few minutes of your time.</u> <u>Any Emer-gency Exit alarms (Detex) and Emergency lights not working should be fixed within 24 hours with follow up.</u> <u>Emergency lights & Detex alarms are part of the facility PM in the Coin Drop Book.</u>

02/07

# Stop Workplace Violence

Bon't harass or coerce fellow Cast Members. No clowning around. No acose o ejerza coerción sobre sus compañeros de trabajo. Nada de payasadas.

Pare la Violencia en el Lugar de Trabajo

> Do not play pranks or practical jokes at work. Never make jokes or insults based on age, sex, color, race, religion, national origin or disability.

No haga jugarretas o bromas pesadas en el trabajo. Jamás haga bromas o insultos basados en la edad, el sexo, el color, la raza, la religión, la nacionalidad o la discapacidad.

### 02/07

# Stop Workplace Violence Pare la Violencia en el Lugar de Trabajo

### **BACKGROUND INFORMATION**

Our workplace should be an enjoyable, rewarding experience. Keeping a happy, professional attitude with our Guests and fellow Cast Members, will make our restaurant a fun and safe place to work.

### **INFORMACIÓN PREVIA**

Nuestro lugar de trabajo debe ser una experiencia agradable y que nos recompensa. Tener una actitud alegre y profesional con nuestros clientes y compañeros de trabajo, hará que nuestro restaurante sea un lugar divertido y seguro para trabajar.

### What To Do:

- Treat every Cast Member with respect and dignity.
- Call people by their proper names. Don't use stereotypes or make-up "playful" nicknames.
- Think about how your comments or actions may be perceived prior to doing/saying something.
- If you have any doubts, don't say or do it.
- Don't harass or coerce fellow Cast Members.

### What To Avoid:

- No clowning around.
- Do not play pranks or practical jokes at work.
- Never make jokes or insults based on age, sex, color, race, religion, national origin or disability.
- Do not hug or touch co-workers or Guests inappropriately.
- Hazing or requiring someone to perform a meaningless task as "initiation" is humiliating don't do it!

### Qué Debe Hacer:

- Trate a cada integrante del equipo con respeto y dignidad.
- Llame a las personas por sus nombres propios. No use estereotipos o invente apodos "juguetones".
- Piense como sus comentarios o acciones pueden percibirse antes de hacer/decir algo.
- Si tiene cualquier duda, no lo diga o haga.
- No acose o ejerza coerción sobre sus compañeros de trabajo.

### Qué Debe Evitar:

- Nada de payasadas.
- No haga jugarretas o bromas pesadas en el trabajo.
- Jamás haga bromas o insultos basados en la edad, el sexo, el color, la raza, la religión, la nacionalidad o la discapacidad.
- Nada de diabluras o travesuras en el trabajo.
- Las novatadas o requerir que alguien lleve a cabo una tarea sin sentido como "iniciación" es humillante - ;no lo haga!



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# CHUCK E. FOCUS - JANUARY 2007 ISSUES (FOUR ISSUES - 1/5/07, 1/12/07, 1/19/07, 1/26/07)

Date of Origin: 2007 Archived: 5-30-12 Submission by Steve Version 1.0

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