



### Tipped duties agreement

I \_\_\_\_\_ understand that I am not required to perform non-tipped duties while clocked in at a tipped rate. I agree that I will clock out of my tipped rate and clock in at FOH support, which is a minimum wage, non-tipped rate during any scheduled time that the restaurant is not open. I understand that I will clock in at FOH support while performing non-tipped duties.

Non-tipped duties include, but are not limited to: cleaning restrooms, mopping/vacuuming, rolling silverware, taking out trash, additional cleaning assignments (cleaning trash cans, cleaning ice bins, degum tables, detail cleaning etc)

I understand that it is my responsibility to clock in/out accordingly for these duties. I agree to contact HR with any discrepancies to this policy. The email address for HR is [HR@lancasterwings.com](mailto:HR@lancasterwings.com) and can also be found posted in each location.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_