

# THE CHINESE BUFFET

## UNIFORM ISSUE FORM

NAME: \_\_\_\_\_

| BRANCH: _____                   |             |             |     |        |               |        |
|---------------------------------|-------------|-------------|-----|--------|---------------|--------|
| POSITION: _____                 |             |             |     |        |               |        |
| Item                            | Size issued | Date issued | QTY | Signed | Returned date | Cost £ |
| <b>Front of house</b>           |             |             |     |        |               |        |
| Black shirt                     |             |             |     |        |               | 8      |
| Black polo shirt                |             |             |     |        |               | 8      |
| Red polo shirt                  |             |             |     |        |               | 8      |
| Name badge                      |             |             |     |        |               | 5      |
| Earpiece                        |             |             |     |        |               | 5      |
| Short apron                     |             |             |     |        |               | 5      |
| <b>Back of house</b>            |             |             |     |        |               |        |
| White chef jacket               |             |             |     |        |               | 30     |
| White chef hats                 |             |             |     |        |               | 5      |
| Red jacket                      |             |             |     |        |               | 30     |
| Black jacket                    |             |             |     |        |               | 30     |
| White long apron                |             |             |     |        |               | 10     |
| Black long apron                |             |             |     |        |               | 10     |
| Waterproof long apron           |             |             |     |        |               | 10     |
| Black hat                       |             |             |     |        |               | 5      |
| Black pirate hat                |             |             |     |        |               | 5      |
| White chef scarf                |             |             |     |        |               | 5      |
| Red chef scarf                  |             |             |     |        |               | 5      |
| Black chef scarf                |             |             |     |        |               | 5      |
| Others                          |             |             |     |        |               |        |
|                                 |             |             |     |        |               |        |
|                                 |             |             |     |        |               |        |
|                                 |             |             |     |        |               |        |
|                                 |             |             |     |        |               |        |
| Total number of items and value |             |             |     |        |               |        |

I \_\_\_\_\_ accept the receipt of the above uniform items and will return them to this establishment in a clean and presentable state at the completion of my employment. I will pay the cost or agree to have the amount due deducted from my wages for any items damaged due to neglect or misappropriation upon my part.

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