

Friday Afternoon's

ESCAPE

— from —

The Office

The Scene:

Your boss has ducked out early for a “corporate retreat,” which you suspect involves more than a few holes of golf. He sent out a wordy e-mail telling everybody what needs to get done, but of course he assumes you’ve memorized every previous e-mail and memo that anyone has ever sent, meaning that the instructions are less clear than they could be. You definitely can’t call him and interrupt his golf game, so you’ll have to figure out how to get everything done in time to make it to Taco Bell Happy Hour, which ends at 5:00. You’ll probably also have to go through some of the files in his desk.

To make sure that YOU don’t duck out early, Mr. Bossman has (in a move of dubious legality) instructed security to lock the door and change the code to one you can only obtain by completing your assigned task. (Naturally, three wrong guesses will lock the system.) Honestly, it probably would have been faster for him to just do everything himself, but that’s just the type of guy he is.

Action Items:

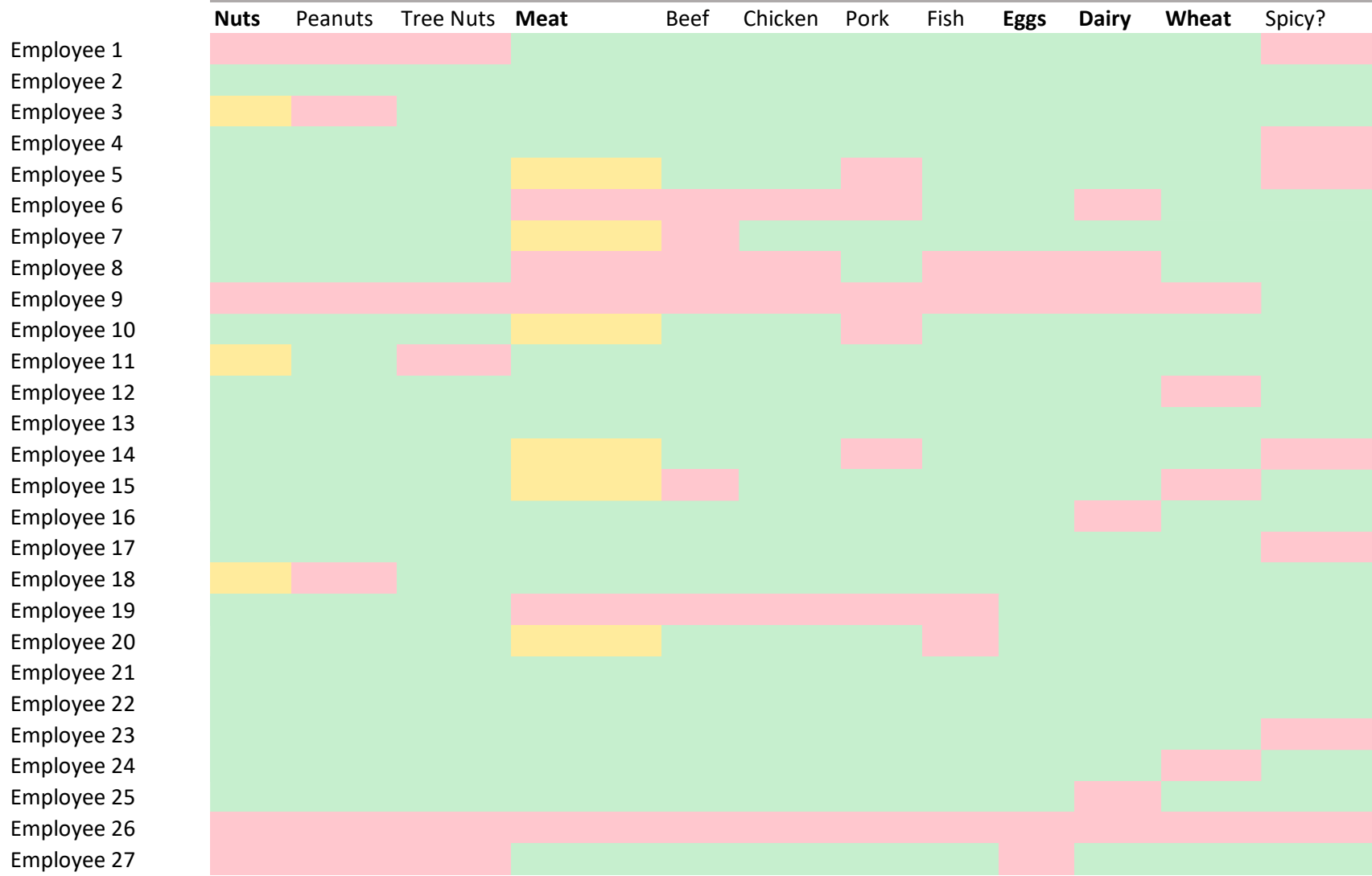
1. I forgot to order lunches for Monday’s Quarterly Business Review—that’s right after this weekend! Look over the menus from restaurants nearby and consult the employee dietary restriction spreadsheet. We need one caterer who can deliver individual meals for each employee to our conference room (we don’t want to have to meet them at the front). Assuming more than one service can provide what we need, select the cheapest option. Complete the purchase order with the Restaurant Name _____ and total amount _____.

2. Review the Iverson, Inc. account inquiry and determine the most profitable (for us) contact we could offer them that would meet their requirements. Remember that we don’t advertise prices, so we can charge over regular price if they’re offering to pay more. Total Profit Generated By Contract \$: _____

3. Look over the warehouse map and identify the best storage areas for the new company-branded lanyards, koozies, and t-shirts that will be distributed at hiring events and industry trade shows this year. See Debbie’s email for specifics. Koozies will be stored in bay #: _____

SECURITY SYSTEM EXIT CODE (FIRST TWO LETTERS/NUMBERS OF EACH BLANK ABOVE):

AVERSION - ACCEPTABLE - **SOME AVERSIONS IN CATEGORY**



NOT “2” FANCY
SORTA HAUTE CUISINE
CATERING

FETTUCCHINE ALFREDO — \$9

Freshly made pasta in the classic sauce of cream and parmesan cheese.

RATATOUILLE — \$11

Eggplant, squash, and zucchini in a mild sauce of tomatoes, peppers, and herbs.

SHRIMP PO’BOY — \$7

Fried shrimp, lettuce, tomato, pickle on a baguette roll with remoulade sauce (mayonnaise, ketchup, and mustard).

DELUXE PEANUT BUTTER AND JELLY SANDWICH — \$9

Freshly ground peanut butter and house-made spicy jalapeno-apple jelly on artisanal ciabatta bread. Served with sweet potato chips.

CHEF SALAD — \$7

Iceberg lettuce with lettuce, tomato, cucumber, cheese, ham, and boiled egg. Choice of vinaigrette or ranch dressing.

All bread and pasta made fresh daily with high-quality wheat flour.

Salads, pastas, and mayonnaise use only locally-sourced, free-range eggs.

Delivery seven days a week of up to 100 meals to your event anywhere in town for just \$29 when you order 48 hours in advance.

DELIVERY SEVEN DAYS PER WEEK
24-HOUR TURNAROUND

DELIVERY THROUGHOUT THE METRO AREA

Larry's Burgers

Classic Cheeseburger \$8

With cheddar cheese, lettuce, tomato, onion, and pickle.

Deluxe Burger \$9

With bacon, lettuce, and tomato.

Chicken Sandwich \$8

Breaded chicken cutlet with pickles.

Veggie Burger \$10

Made from brown rice, tofu, and turtle beans. Served with lettuce, tomato, onion, and pickle.

Low(er) Carb Option +\$.50

Replace any wheat bun with a bib lettuce wrap.

All condiments served on the side.

LET US CATER YOUR
EVENT! PICK UP OR
DELIVER!

Delivery Fee:

1-25 Meals ... \$30

26-99 Meals ... \$20

100+ Meals ... FREE

Order on the previous busi-
ness day for orders up to
fifty meals.

Delivery to the entire busi-
ness district on weekdays!

Papa Primo Pizza

One-topping Pizzas

Personal Pan (10") Pizzas \$7.⁰⁰

Medium (12") Pizzas \$10.⁰⁰

Large (14") Pizza \$13.⁰⁰

X-tra Large (16") \$10.⁰⁰

Additional toppings:

\$1.⁰⁰ for Personal Pan and Medium Pizzas

\$2.⁰⁰ for Large and X-tra Large.

Toppings: pepperoni, sausage, mushroom, peppers, onions, garlic, olives, bacon, artichokes, chicken, tomatoes

\$2.⁰⁰ sub cauliflower crust (wheat-free)

\$2.⁰⁰ sub vegan cheez (dairy-free)

DELIVERY DETAILS

Orders guaranteed within 15 minutes of scheduled delivery if ordered three hours prior or earlier.

Delivery from 11:00AM—11:00PM every day.

Gratuuity of 17% added to all delivery orders over \$100, but no additional delivery fee.

Delivery to all addresses within 7-mile radius of restaurant.

Front-door delivery only.

Fatima's Falafel & more

deluxe falafel platter - \$12

Mildly seasoned fried fava bean cakes. Served with hummus, dolma, and French fries.

chicken shawarma platter - \$8

Mildly spiced chicken served with hummus and tabbouleh.

beef kofta - \$10

Spicy beef served with hummus and French fried.

sabach combo - \$9

Fried eggplant and boiled egg with pickled mango. Served with dolma.

All meals served in pita bread unless lettuce wraps requested (no additional charge).

All food prepared in 100% vegetable oils (no peanut oil)

Dolma — rice with vinegar rolled in brined grape leaves.

Tabbouleh — salad of parsley, lemon juice, garlic, and bulgur wheat.

Hummus — puree of chickpeas, olive oil, and tahini (sesame paste).

Pita — freshly prepared flatbread made with wheat flour

Fifteen or more meals delivered to your event anywhere in town for low delivery fee of \$25.00 — no tip expected.

Larry Iverson
321 Contact Street
Wahoo, NE 68066

September 15, 2022

Sales Department
Readiness, Incorporated
123 Sesame Street
Charlotte, NC 28105

To Whom It May Concern:

I am writing to ascertain whether your company may be able to meet a few needs that have arisen at Iverson, Incorporated due to recent supply chain issues affecting our normal suppliers. As it is our preference to sign one contract covering all of these items, if your company is able to offer fulfillment of all items at the required quantity, we would be able offer 10% above the figures quoted. The prices quoted reflect what we would be able to offer for an order of at least thirty percent of our needs across all items, by unit.

First, we are hoping to source a flux capacitor option at a price point of \$100 per unit. It need not be USB-compatible, but should be Energy Star compliant. We require fifty units at present and expect to order this quantity quarterly.

Our second need is for a large quantity of squeegee adapters. For our initial order, we would like two hundred units @ \$1 each, but we may need even more in the future due to shifting bird migration patterns and all of the glass used in the recent addition to our corporate campus.

Finally, we require one hundred fifty flash drives with whimsical appearance to hand out at employee appreciation events throughout the year. Any office-appropriate design will suffice, so long as they are not regular, unadorned flash drives. They should be at least 16GB. We are prepared to offer \$15 per unit.

Sincerely,

Larry Iverson

| Product | Product # | # Per Unit | Reg Price | Inventory | Profit @ Reg Price | Compatibilities | Energy-Star Compliant? |
|----------------------------------|--------------|------------|-----------|-----------|--------------------|--------------------------------------|------------------------|
| Coffee Stirrer | SOM-1001 | 100 | \$1.00 | 500 | \$0.15 | Right-handed, left-handed | N/A |
| Squeegee Adapter | SA-200 | 1 | \$0.50 | 1200 | \$0.10 | Mop Handles | N/A |
| Universal Repl. Floor Mat | FM-77 | 2 | \$6.00 | 300 | \$1.22 | Sedans, compacts, small trucks | N/A |
| Table-Tennis-Playing Robot | THX1138 | 1 | \$899.99 | 50 | \$136 | Standard Tables | Yes |
| Flux Capacitor | OT-8600 | 1 | \$115 | 75 | \$12 | DeLorean | Yes |
| Self-propelled Vaccum Pet Seat | CAT9000 | 1 | \$17.50 | 100 | \$5.66 | All major brands | N/A |
| Potato Masher | TA193 | 1 | \$4.00 | 2000 | \$2.00 | Russets, Yukon Gold, etc. | N/A |
| Lottery Ticket Scratchers | PNE-100 | 100 | \$2.00 | 800 | \$1.00 | State lottery tickets, 1980s trading | N/A |
| Deluxe Lottery Ticket Scratchers | NCK-50 | 50 | \$5.00 | 500 | \$2.50 | " " | N/A |
| Automatic Bird Feeder | ABF-2555 | 1 | \$25.00 | 425 | \$4.00 | Songbirds, Squirrels | No |
| Staple Removers | MILT-1000000 | 3 | \$3.00 | 100 | \$0.50 | All major brands | N/A |
| Flash Drive (Candy Bar) - 8 GB | FD-1001 | 1 | \$11 | 200 | \$1 | USB | N/A |
| Flash Drive (Candy Bar) - 16 GB | FD-1002 | 1 | \$14 | 300 | \$1.50 | USB | N/A |
| Flash Drive (Banana) - 16 GB | FD-1003 | 1 | \$13 | 100 | \$2 | USB | N/A |
| Flash Drive (Banana) - 32GB | FD-1004 | 1 | \$19 | 150 | \$3 | USB | N/A |
| Flash Drive (Toy Car) - 64 GB | FD-1005 | 1 | \$24 | 500 | \$5 | USB | N/A |
| Flash Drive (Plain) - 32 GB | FD-1010 | 1 | \$14 | 1000 | \$3 | USB | N/A |

From: Debbie Reynolds
Sent: Wednesday, September 21, 2022 8:30 AM
To: Widgets-R-Us Warehouse Staff
Cc: Cliff Watson, Bob Bossman
Subject: Branded Swag for Recruiting

We will be receiving our shipment of branded promotional items tomorrow, which need to be stored in the warehouse. We want to keep all three items on the lower level in adjacent (side-by-side) storage bays so that it will be easy to put together "swag bags" for small events. We have enough t-shirts to fill two bays, but it is OK to put the second half on an upper level for now, so long as it's right above the others. We also want to make sure that the lanyards are as close as possible to the janitorial supplies, as Cliff sometimes needs to issue them to new employees or issue replacements. I'm sure you guys can make it work.

Thanks! :)
Debbie

Warehouse Space Availability (September)

