

# Staff Meeting

1. Adjective
2. Noun
3. Verb
4. Noun
5. Noun
6. Noun
7. Verb - Non 3Rd Person Singular Present
8. Noun - Plural
9. Noun
10. Proper Noun
11. Verb
12. Noun
13. Adjective
14. Verb - Present Tense
15. Noun - Plural
16. Verb - Present Tense
17. Noun
18. Adjective
19. Noun

# Staff Meeting

The Reception & Concierge Desks is the \_\_\_\_\_ Adjective point of contact between the \_\_\_\_\_ Noun and our Club. It is therefore the first opportunity the Club gets to \_\_\_\_\_ Verb and create a lasting impression. It is our \_\_\_\_\_ Noun to create an exceptional and memorable experience for every \_\_\_\_\_ Noun and \_\_\_\_\_ Noun who \_\_\_\_\_ Verb - Non 3rd Person Singular Present through our \_\_\_\_\_ Noun - Plural. The Reception or Concierge is likely the first \_\_\_\_\_ Noun that a \_\_\_\_\_ Proper Noun will \_\_\_\_\_ Verb with at the club which makes our role very important. As such, the service delivery by Member Services is a \_\_\_\_\_ Noun of who we are as a Club.

Reception vs. Concierge: The Reception Desk is typically responsible for \_\_\_\_\_ Adjective and guests, taking payments, answering or transferring \_\_\_\_\_ Verb - Present Tense enquiries, controlling access, etc. while the Concierge is typically responsible for making \_\_\_\_\_ Noun - Plural for activities in and around the city, and to provide or find information about local features such as \_\_\_\_\_ Verb - Present Tense, sports or recreational activities, destination breaks, and obtaining tickets for events. They are also responsible for issuing locker keys and locker rentals, making travel arrangements for sightseeing, receiving, storing and delivering dry-cleaning and \_\_\_\_\_ Noun - "everything from the \_\_\_\_\_ Adjective to the \_\_\_\_\_ Noun".