

Kitchen Use Agreement

School _____ Date of Use _____

Name of Group _____

Contact Person _____ Phone _____

Email _____

Before using the kitchen facilities, the contact person must schedule an appointment for orientation with the Cook 2 at least 24 hours in advance of the date of use. Information will be given on the proper use of equipment, cleaning and sanitizing procedures, proper storage of items used and other pertinent information. If facilities are going to be used by the same person throughout the school year, one orientation is acceptable.

Refrigeration needs must be discussed ahead of time at orientation. Kitchen equipment is not to be taken out of kitchen and will be inventoried following use.

When you are finished, the kitchen will be inspected. If it is not left clean as instructed in orientation (this includes grill and ovens), a \$50.00 cleaning fee may be assessed.

By signing below, you are agreeing to follow the above rules:

Group Contact Person

Date

I have completed orientation with the contact person listed above for the use of the kitchen.

Food Service Personnel

Date of Orientation

Inspection of kitchen following the event was completed by _____

Results: _____
