

Process for Kitchen Rental for One-off Events

ONLINE APPLICATION

- Time/Date desired
- Purpose of event
- ServSafe request
 Pusings license
- Business license
 request

UPON ACCEPTANCE

- Copy of temp. license
 - Contract
 - Deposit
- Schedule kitchen walkthrough (min. 2 weeks out)

KITCHEN WALKTHROUGH

- Equipment overview & instruction
- Cleaning expectation review

DAY OF EVENT

- Post temporary license on wall
- Clean kitchen per
 expectation
- Check out with a member of our staff

PRICING:

\$500/4-hour block during peak hours \$300/4-hour block during off-peak hours \$100 upcharge for use of the fryer \$300 deposit

PEAK HOURS:

Thurs. – Sun. 8am to 8pm Tuesdays from June – Sept.

DISCOUNTS:

Places of worship: Free

EMP non-government nonprofit partners: 30%

discount

EMP for-profit partners: 15% discount

FILL OUT THE ONLINE APPLICATION HERE!