



Westlock & District Community Hall

Kitchen Rental Agreement

This Kitchen should be as clean as, if not cleaner than, when you entered it.

In Out

- Cleaning supplies are under the sink. Mop & broom beside Ice machine.
- Wash & put away all kitchen items used
- Clean Stove top, Ovens, Back splash, Drip trays (Oven racks & Stove grills can be placed in dishwasher)
- Turn off dishwasher & empty drain screen, leave door open
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- Wash all counter tops & rolling carts
- Remove all food from cooler & fridges & wipe clean
- Clean BBQ grill of debris & remove tin foil from drip trays.
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- Empty & Remove all garbage to dumpster out back door
- Sweep & Mop Kitchen floors (Rotax Neutral Cleaner)
- Leave dirty clothes hanging on sink for Hall Manager to wash & restock

Date: _____ **Caterer:** _____

Signature: _____

**Thank you
Hall Management**

