Meridian School District
Kitchen Usage Agreement

- Groups who wish to use the Meridian School District kitchens must contact the Food Service Director.

- Groups who wish to use the high school, middle school or elementary kitchen for cooking, preparing, and/or serving out of will be required to have at least one Food Service employee present at all times while in the kitchen.

- Groups should plan to have enough of their own people available to cook, serve, and clean.

- Groups must plan to clean up after themselves.
- Preparation areas must be wiped down, and floors swept and mopped. (If no custodian is hired).

- At no time is any food, paper products, condiments, etc. from the Meridian School District kitchens to be used.

- Food may not be stored in the Meridian School District freezers, walk-ins, or dry storage areas without prior approval.

- At no time should anyone other than the Meridian Food Service employee access food storage units.

- Equipment will be used under the supervision of the Meridian Food Service employee.

By signing below, you agree to accept the terms as outlined above.

__________________________________________  ____________________________
Signature of Responsible Person                                           Date

Contact Name:                                                                 

Date of Event:                                                                

Contact Phone Number:                                                        

Contact email Address:                                                       

Planned Menu:                                                                

What time will you need to enter the kitchen? From___________ to___________

What equipment will you need?