



Commercial Kitchen User services short term rental agreement

This user Services Contract is between the User as identified below and JOCO First and is in effect for the dates listed below. The user and JOCO First hereby agree to the following:

Rental of the commercial kitchen or east wing teaching kitchen is requested by:

Name: _____

Business: _____

Contact information:

Email: _____

Phone: _____

From Date: _____ to Date: _____

Purpose of use: _____

Large commercial kitchen rental fee-\$65 half day (up to 4 hrs.)/\$120 full day 4+ hrs. each day

Culinary kitchen \$90 per use

JOCO First gives the User access to and use of the commercial or teaching kitchens, subject to the terms and conditions of this contract. Payment must be received in full 2 weeks prior, and cancellation of the rental must be 7 days prior for refund. Any cancellation of less notice, results in loss of all or a portion of rental fee collected and is at the discretion of the facility. Unpaid space will not be guaranteed.

The small gym kitchen is a shared-use facility, equipped with commercial stoves, ovens, steam kettles, mixers, sinks, refrigerators, table, dry and cooler storage, and other food preparation equipment. Offering the user unhindered preparation of all foods.

The **teaching kitchen cannot accommodate fat rendering foods** and is limited to specific use. Licensing of this kitchen is for smokeless cooking due to lack of proper ventilation in that area. User is responsible for all health and safety responsibilities for both the food preparation and their associates.

In addition, the User undertakes and agrees to indemnify and hold harmless Kaycee Buffalo Johnson County Economic Development Joint Powers Board (dba JOCO First), board members, administrators, and all other Joint Powers Board employees, volunteers or representatives, and all person and bodies corporate acting for or on behalf of them, against all liability, claims, demands, actions, suits, damages, proceedings, costs, and expenses (including reasonable attorney fees) whatsoever (including injury to person and damage to property) for which they may be or become liable directly or indirectly arising out of the sue of Joints Powers Board premises by the User (or servants, agents or invitees of the User), and for such further sums in excess of those contained in any insurance policy procured by User relating to the use of the Joint Powers Board premises or for such amounts as may not be payable under any such insurance policy.

Upon completion of rental use, the **User agrees to clean all surfaces and equipment used.** Return all pantry items back to its original location. Ensure that the area be sanitized and ready for use for next renter.

Please follow recommended kitchen closing procedures:

- **Clean and sanitize all surfaces**
- **Empty and clean refrigerator and freezer**
- **Wash all dishes and return all items to pantry**
- **Remove all garbage**
- **Sweep and mop floor**
- **Ensure gas and all ovens are off prior to leaving**
- **Leave kitchen and pantry keys on counter**
- **Turn off all lights and any other equipment (not fridge/freezer/ice machine)**
- **Close and lock all doors and openings**
- **Must drain the dishwasher**

After inspection by employee of facility if it is not found in an acceptable state of cleanliness, a cleaning fee will be assessed at \$75.00 an hour billed to the User.

User

Joco First Employee