



ADDENDUM: Kitchen Use

First Alliance Church Toccoa

The Kitchens of First Alliance Church play an important role in times of celebration and fellowship. Many groups, both inside and outside the church, use these facilities, and your cooperation is essential to making it easy for everyone to utilize equipment and to ensure its longevity.

1. When planning an event, you will need to meet with someone who will orient you to the kitchen facilities. Some items (paper products, marked items in refrigerator, etc.) are not for general use unless previously agreed. Also, be aware that the supply closet is locked and/or off limits unless there have been prior arrangements for use of needed items. Please take note of where things are located to simplify cleanup and replacement of items.
2. Please take note of the inventory list of key items that are in our kitchens. Keep in mind that we do have two kitchens, and sometimes things move from place to place. Please check to make sure that items are still in place when you leave. Any missing items will be your responsibility to return or replace.
3. If using the range/oven, the exhaust fan must be turned on. **NO EXCEPTIONS.**
4. The dishwasher in the Worship Center kitchen is a traditional home model, so normal items may be placed inside and the dishwasher started. The dishwasher in the Family Life Center is a commercial model. You will need to be oriented to its operation if you plan to use it during your event. Please make sure that all parts are cleaned properly before leaving the building and that it is turned off. Any dishes or glassware used that belongs to First Alliance must be cleaned in a dishwasher before it is put away for proper sanitization.
5. Following your event, please be sure that the kitchen is left clean and neat in order to receive your deposit back. Please wipe every counter and fronts of cabinets and appliances. Be sure that all pots are properly washed and dried before replacing them. The stove should be wiped of all spills, and the oven and exhaust fan turned off. Please make sure that all food items have been removed from the refrigerator and freezer. All trash should be properly bagged and taken to the dumpster.

Your cooperation is appreciated as we seek to serve others by sharing our facilities with you and your family or group at these special times.

Signature: _____ Date _____