



## 2022 GATE Center Commercial Kitchen Fees and Services

The fees listed below are preliminary and may change as the facility grows. GATE Center Commercial Kitchen will give users as much notice as possible whenever fee changes are made.

**A \$50 DEPOSIT WILL BE REQUIRED PRIOR to the date of use and the Facility Use Form completed and submitted to the Facility Manger PRIOR to scheduling the date requested; as well as the ORIENTATION for the procedural use of the facility. An invoice will be sent after use for fees incurred. If cleaning guidelines are adhered to and no damages are found within the facility, the deposit may be used towards rental fees. If the facility is found to not be cleaned or damages incurred, the deposit will be FORFEITED.**

### **Initial Tour:** FREE (15 minutes to 30 minutes)

These tours are by appointment only and cover the use and guidelines applied to the general facility and services offered. The Kitchen is not available for drop-ins. Tours can be scheduled by contacting the Kitchen Manager. Orientation and Application is also presented at these times as well as initial consultation and/or use of the shared facility.

**Block Scheduling Fees** – Non-Grayson Commercial User: \$75 per 4-hour block or \$130.00 for all day.

Kitchen users MUST request at minimum four-hour block to be used for preparation, cooking and cleaning activities. The requestor can determine the start and end times for their block, and availability will be determined by the Facility Manager. Multiple blocks can be requested in a given day, if available. Blocks must be prepaid prior to approval and scheduling. Access for up to 6 workers is permitted for an approved user.

**Block Scheduling Fees** – Non-Grayson Non-Commercial User: \$60.00 per 4-hours block or \$100 for all day.

Kitchen users MUST request at minimum a four-hour block to be used for preparation, cooking, and cleaning activities. The requestor can determine the start and end times for their block and availability will be determined by the Facility Manager. Multiple blocks can be requested in a given day if available. Blocks must be Prepaid prior to approval and scheduling. Access for up to 6 workers is permitted for an approved user.

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**Block Scheduling Fees** – \*Grayson Resident Commercial User: \$40.00 per 4-hour block or \$75.00 per all day.

Kitchen users MUST request at minimum a four-hour block to be used for preparation, cooking, and cleaning activities. The requestor can determine the start and end times for their block and availability will be determined by the Facility Manager. Multiple blocks can be requested in a given day if available. Blocks must be Prepaid prior to approval and scheduling. Access for up to 6 workers is permitted for an approved user.

**Block Scheduling Fees** – \*Grayson Resident Non- Commercial User: \$30.00 per 4-hour block or \$50.00 per all day.

Kitchen users MUST request at minimum a four-hour block to be used for preparation, cooking, and cleaning activities. The requestor can determine the start and end times for their block and availability will be determined by the Facility Manager. Multiple blocks can be requested in a given day if available. Blocks must be Prepaid prior to approval and scheduling. Access for up to 6 workers is permitted for an approved user.

**Free Users:** Government Employees who have proper ServSafe certification to utilize the Commercial Kitchen or someone within the preparation team. Health policy agreements must be signed as well as the Production sign in/sign out sheets. All conference room check list signed, dated, times if conference center is also utilized in association with the commercial kitchen.

Kitchen users MUST require proper orientation with facility manager and understand the procedures of SERVSAFE for preparation, cooking, and cleaning activities or have a recipient. The requestor can determine the start and end times for their block and availability will be determined by the Facility Manager. Multiple blocks can be requested in a given day if available. Blocks must be Prepaid prior to approval and scheduling. Access for up to 6 workers is permitted for an approved user.

### **Cancellation and No-Shows:**

Users who reserve production time and fail to show up **with no prior notification** **WILL FORFEIT THEIR DEPOSIT.**

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**A deposit of \$50 will be required.**

**The deposit will be forfeited if the recipient fails** to clean the conference and/or the commercial kitchen after use. During orientation all the cleaning requirements are explained, plus a checklist is given to aid the recipient in making sure all areas of cleaning is applied. It is required to check off the list, sign, date, and put time and placed in the clean box outside of the conference room in the hallway.

**NOTE:** The Commercial Kitchen and the Conference Room is a SHARED FACILITY which indicates that all who use the facility must CLEAN UP after their events are over and do so by the guidelines that are provided on the check list forms.

**NOTE:** What determines an individual as a Grayson County Resident: The individual has a permanent resident in Grayson County.

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## **Special Pricing Guidelines**

When Block Scheduling Fees cannot be incorporated within the guidelines and preparation of the recipient user of the commercial kitchen, an hourly fee is therefore applied at \$25.00 for Non-Resident Commercial Users and \$15.00 per hour for Grayson Resident Users. This pricing is only applied when the 4-hour block is not feasible for use.