



Pacifica School District

REQUEST FOR USE OF SCHOOL KITCHEN

Rules and Regulations governing use of School Kitchen adopted by the Board of Trustees. --
Section 8: Whenever the kitchen is used, a District kitchen employee designated by the Child Nutrition Office must be on duty.

The District kitchen employee is to be responsible for opening and closing the kitchen, supervising the use of all equipment (except flatware, which can not be used), and otherwise oversee all kitchen activity.

NOTE:

- THIS PERSON SHALL NOT BE CONSIDERED AS A KITCHEN WORKER FOR YOUR FUNCTION.
- *Your organization will provide the following for your function: flatware, towels, dish cloths, and soap for all uses other than the dishwasher.*

Date of Request: _____ School: _____

Date of Use: _____ Time: _____

Requesting Organization: _____

Person in Charge: _____

Address: _____ Phone: _____

Purpose of Kitchen Use: _____

Type of refreshments to be served: _____

Approved form to be returned: Name: _____

Address: _____

Phone: _____

To be completed by District:

Child Nutrition Department Approval: _____

Name of Kitchen Employee Assigned: _____

Hourly Fee Charged: _____

Date: _____