

Notes for Caterers Working at KMS

1. The code to the back door and the kitchen lock box will be given to the mashgiach only. The mashgiach is responsible for opening the kitchen and for re-locking it (and returning the key to the lock box) at the end of the event.
2. KMS has a no-peanut policy for food service.
3. Please let us know if you would like prep tables (6' or 8' rectangles) in the kitchen hall.
4. Catering staff that wishes to drive on Shabbat should park on the street, as the KMS parking lot will be locked for Shabbat.
5. Catering trucks that will stay over Shabbat may not block the back exit by parking in the narrow area close to the back door.
6. Our custodians are Sako and Sevana. They are happy to help you with setup and can supply you with all the cleanup tools you need to keep our kitchen area clean.
7. Expectations for leaving the job site:

Gas appliances	Gas shut off at valve on wall
Spills on appliances	Wiped up
Pans used in warmers or ovens	Scrubbed clean
Floor	Mopped
Trash	Tied off and placed in trash dumpster
Recycling	Tied off and placed in recycling dumpster
Refrigerator	Leftovers covered, light off
Key	Returned to lock box