

Kitchen Rules and Rental Rates

(as of November 8, 2011)

Location

The Agrium Kitchen is located in the Saskatoon Farmers' Market (SFM) building, 414 Ave B South, Saskatoon, Sk. S7M 1M8. It is approximately 240 square feet. Included in this kitchen; a 23 cu. ft. refrigerator/freezer, double oven, electric cook top with four elements, ventilation hood with fire suppression system, commercial dish washer, double sink and hand sink.

This facility is Public Health inspected and registered as a licensed kitchen.

This facility is available for cooking classes, educational workshops and demonstrations, catering events booked at the market or for general rentals for food preparation that requires a commercial facility.

Rental Fees & Regulations

Rentals are available:

Monday – Fridays 9 a.m. – 11 p.m. (exception during Wednesday Farmers' Market hours of operation unless it is not booked and is approved by the Event's Organizer;

Saturdays 3 p.m. – 11 p.m.

Sundays 9 a.m. – 11 p.m.; hours are restricted to 3 p.m. – 11 p.m. when the farmers' market is operating.

Bookings outside of rental hours may be allowed, subject to the approval of the Event's Organizer and the SFM Manager of Operations when necessary.

SFM Market members are allowing to rent the kitchen during farmers' market hours to promote their products, for demonstration or education purposes. No food will be allowed for sale from this location.

Rental Rates

For any booking there is a refundable \$200 deposit for late, damage or clean up fees via cheque or cash. This will be refunded upon final SFM supervisor inspection, as noted above. This fee must be submitted to the Event Organizer at the time of booking.

All date requests are based on availability.

Minimum 3 hour bookings – all pricing is subject to GST

Day rate – 9 a.m. – 5 p.m. (8 hours) - \$200

Evening rate – 5 p.m. – 11 p.m. (6 hours) - \$200

Hourly rate for days – \$40/hour

Hourly rate for evenings or outside of available posted hours (9 a.m. – 11 p.m.) - \$50/hour

Kitchen rental with Event Centre – add \$25/hour

Weekly rentals will be accepted – contact the Event’s Organizer to arrange and discuss details for pricing.

Operational Regulations

Please Note: There will be No food sold from the kitchen

1. Rental time must include clean up as the doors lock at 11 p.m. If additional time is required please arrange and schedule with the Event’s Organizer.
2. It is imperative that the facility be left as clean as when started, otherwise your damage deposit will be used towards additional cleaning.
3. Materials or ingredients can be brought in previous to rental only if there are no bookings during this time. All ingredients, utensils, equipment must be removed at the end rental time allotted. *Please note: small utensils are not supplied for food preparation, please bring your own.*
4. Any rental time booking cancellations need to be declared 5 days in advance, otherwise a \$40 penalty will apply.
5. Payment must be received via cheque or cash prior to the end of rental booking.
6. The following is required for any public events;
 - Proof of insurance to be made available to the supervisor showing proper liability for any food service. A copy will be kept on file for future rentals.
 - Present and post Liquor Licenses when required. Insurance must show coverage for a licensed event. Any licensed events must also show that proper staffing is in place for security. **Private groups must show proof of Host Liquor Liability coverage.**
7. All additional equipment brought into the kitchen must be declared previous to start of rental for safety measures and possible consideration for additional charges for electrical usage.
8. For all clients the Saskatoon Farmers’ Market will provide the supervisor to ensure that protocols are followed and the facility is being properly run.
 - The supervisor is responsible for training for the proper operation and handling of all equipment. A waiver form is to be signed stating that you have been properly trained in the use of kitchen equipment and are responsible for any damage to the Market building, kitchen or other rental area as a result of your rental. This form must be signed previous to the start of booking.
 - A checklist for all available kitchen equipment, pots, pans, platters, utensils, dishware, glassware, towels, etc. must be completed at the beginning of rental and once again at the end of rental to ensure all materials are accounted for.

- A clean up sheet to ensure cleanliness for the following rental will also be available for reference and completed to the satisfaction of the SFM supervisor.

All bookings are to be made with Judy Thiesson - SFM Events Organizer;
sfmevents1@gmail.com or phone 306 381 3469