

Kitchen Guidelines

General operating procedures, location of supplies

1. **Washing hands:** The hand sink is the one located in the island. Hand washing soap and paper towels are located by the faucet. This may only be used as the hand sink per Lake County health department.
2. **Washing dishes:** The Wash/Rinse/Sanitize sinks are the three sinks under the glass-front cabinets. There are signs designating which sink is which. These may also be used as prep sinks. There is no disposal in this sink, so please catch and dispose of all items.
3. **Kitchen equipment, utensils, towels, and hot pads:** All existing equipment and utensils are for the use of Elawa only. Please bring your own.
4. **Ice:** Please bring your own ice and coolers for your ice. The Elawa freezer is not set up for multiple bags of ice.
5. **Meat:** Do not place raw meat products on the counters. If you are preparing raw meat products please use your own cutting boards on a stainless steel table.
6. **Garbage and recycling:** Two 13 gallon garbage cans are located on the far right side of the island in a pull-out drawer. Garbage bags are in the far right cabinet underneath the three sinks, if needed. A blue recycling bin is in the kitchen for co-mingled paper, cardboard, and plastic/glass/cans. Please recycle.

Cleaning and Leaving

1. Please do not leave any leftover food or drink. Take everything away with you.
2. Please remove your garbage when you leave. The trash enclosure area is right next to the parking lot behind the west buildings. The recycling area is located in the trash enclosure as well.
3. The granite counters should be washed down with soapy water. Stainless tables should be washed down with soapy water. The sinks should be washed with soapy water and dried.
4. The floor should be washed using the mop and mop bucket located in the men's bathroom closet. Please use only the mop and bucket labeled "Kitchen." Cleaner is located in this closet.

Please note that any deviance from these guidelines could result in loss of your deposit.

Thank you for taking care of Elawa Farm.