

COMMERCIAL KITCHEN HIRE



Notice to Koah Hall Kitchen Hirers

The Koah Hall (located at Musumeci Park, 322 Koah Road) is a purpose built community facility, which can be hired by community members for parties, community events, preparing commercial food, live music and shows.

It features a bar, commercial kitchen, six toilets (two of which are outside and considered public, and one disabled toilet), a pool table, a projector screen, and a stage, and is custom-made to accommodate a variety of activities.

If you are hiring the hall solely to prepare food in the kitchen for commercial sale and distribution you need to fill in the form below, read the information about the kitchen and tick the checklist, and return a copy to the Koah Hall via email or in person. The hire of the hall kitchen is \$15 an hour (inclusive of GST).

The Mareeba Shire Council has deemed the Koah Hall kitchen appropriate for commercial food preparation; however, it is only a basic kitchen at present.

The Koah Hall kitchen contains and provides the following –

One domestic fridge, one domestic freezer, 6 commercial gas stove tops, one gas oven, one extractor fan, gas, electricity, bin and bin bags, hand washing station including soap and paper towels, rain water or treated bore water (hot and cold) including a filtered drinking water tap, three sinks, washing up liquid and washing cloths, kitchen teatowels (3 per hire period), bench space, limited cutlery, chopping boards, and crockery.

The Koah Hall kitchen does not yet provide: cooking utensils, pots, pans, dishes, trays etc, a grease trap, excessive rubbish collection, or anything else not mentioned above.

From time to time the hot water system may need to have the booster switch activated for effective hot water to be produced by the solar system. This switch is on the fuse board and is clearly marked; no other switches are to be touched, it is to be turned off as soon as not needed, and must be off by the end of the hire period.

Please keep these rules and regulations for your records, and fill out and return a signed copy to us via email koah.hall@gmail.com or in person to the caretaker.

Please tick the boxes to indicate that you have read and agree to the following:

Tick	Condition of Koah Hall hire
	The hirer will pay a bond of \$200 cash on collection of key, and refundable on return of key and inspection of kitchen and facilities.
	The hirer will leave the kitchen cleaner than they found it.
	The hirer will possess all necessary licences for commercial food preparation, and send a copy with the return of the hire fee documents to koah.hall@gmail.com
	The hirer will not leave excess rubbish and will note that the Koah Hall only has the capacity to have one wheelie bin a week removed by council. Excess rubbish left will be disposed of and fee taken from bond.
	The hirer will separate all recyclables as the Koah Hall has a recycling program, and place in recycle bins provided.
	The hirer will separate all organic waste from the rubbish and liaise with the Koah Hall caretaker about the disposal of said organic waste i.e. compost, worm farm, or removal, depending on quantity and nature of waste.
	The kitchen hirer will use outside toilets, not use or dirty the hall itself whilst hiring the kitchen, and not disturb any activities being conducted in the main area of the hall by other hirers.
	The hirer agrees to turn off the hot water booster switch by the end of the hire session. Failure to do so will add a further hourly fee for electricity, which will be taken off bond.

I agree to adhere to the abovementioned conditions to hire the commercialkitchen at the Koah Hall (on page 1)

on _____ (insert date of hire).

Contact person name(s):

Contact person phone number(s):

Signature:

Date: