Freeman Nutrition Services
Community Use of Kitchens
Pre/Post Use Checklist

Person in Charge: ______________________

Expiration Date of Food Handler Card: ________________

Contact Information: ________________________________

Event: ____________________________________________

### Pre Use Condition Checklist
- Paper Towel Dispenser filled
- Garbage cans emptied
- All surface areas clean
- Floor swept
- Sinks clean and dry
- Dishes put away
- Ovens off
- Ovens wiped out
- Towels in washer
- Towels in Dryer
- Thermometers cleaned
- Any equipment moved

### Post Use Condition Checklist
- Paper Towel Dispenser Filled
- Garbage cans Empty ed
- All surface areas clean
- Floor Swept
- Sinks clean and dry
- Dishes put away
- Ovens off
- Ovens wiped out
- Towels in washer
- Towels in Dryer
- Thermometers cleaned
- “Re-placed” equipment
- Kitchen supplies used,

**Please List Supplies used:**

________________________
________________________
________________________

Additional Comments on condition of kitchen before and after use:

________________________________________________
________________________________________________
________________________________________________
________________________________________________

Lights out! Thank you!
Signature ____________________________________________

Marci McGill
Office 291-7510; Cell – 509-847-5519

Updated: 05 January 2016