

**Dove of the Desert United Methodist Church
Board of Trustees
Kitchen Use Rules**

The Kitchen can be used and enjoyed by all Groups or Individuals using the kitchen if everyone makes sure the kitchen is sanitary, orderly and clean for the next group using the kitchen. Each user is to ensure they:

1. Dispose of all leftover food.
2. Do not leave unused food or clutter on the counters.
3. Keep the refrigerator cleaned out as much as possible so there will be storage space available for the next group using it.
4. Put unused items (paper plates, cups, plastic utensils, etc.) and kitchen utensils and equipment in the correct place on the pantry shelves or in their labeled spot in cupboards.
5. Wash, dry and PUT AWAY all dishes that cannot be washed in the dishwasher. Run the dishwasher.
6. Wash out coffee pots if used.
7. Wash and rinse out the large drink containers if used. Leave the lids ajar so the container will not mildew.
8. Wipe off the counters and sweep the floor. Mop or wipe up major spills.
9. Pick up the trash left in the sanctuary and narthex. Pick up any trash left outside the buildings from your event.
10. Empty the smaller wastebaskets into the larger kitchen baskets and put the plastic bags in the dumpster behind the church. Please put a new plastic bag in the wastebaskets. They are located on the shelves in the pantry.

Thank you for your compliance with the rules.

Board of Trustees