



## The Kitchen Fees

Brought to you by LEAP

### **Initial Tour and Open House: Free**

- LEAP offers tours of the Kitchen by appointment only. Please do not arrive at the kitchen and ask for a tour unannounced.
- LEAP will host an Open House multiple times per year, which includes a tour and short presentation. Check the website for more information.

### **Orientation and Application Fee: \$50**

- Includes facility orientation, outline of safety and sanitation requirements, and general consultation on product development, regulatory requirements, and community resources.

### **StartUp Membership: \$50/year**

- Monthly classes and networking
- Once per month Open Test Kitchen hours for demos and recipe testing
- Access to digital network of members
- Access to StartUp resources and consultation with LEAP staff

### **Annual Membership: \$100/year**

- Covers annual cost of equipment maintenance
- Includes all perks of StartUp Membership
- Mandatory for Users who are in the Kitchen more than 3 times per year
- Secures priority scheduling over Occasional Use Members

### **User Fees: \$20/hour per production area (Hot Kitchen or Bake Kitchen), maximum of 4 workers**

- First 40 hours per calendar month: \$20/hour
- 40-80 hours per calendar month: \$17/hour
- Over 80 hours per calendar month: \$14/hour
- Use includes access to all equipment in the reserved production area (either Hot Kitchen or Bake Kitchen), ware washing area, and cold storage during scheduled hours.
- 25% discount for booking both kitchens at once, on a case-by-case basis

### **Occasional Use: \$15/hour per production area**

- User must pay one time Orientation and Application fee (\$50)
- User does NOT have to pay Annual Membership
- Intended for occasional use, no more than 3 times per year
- If a User plans to rent the Kitchen more than 3 times per year, he/she will be required to pay Annual Membership

LEAP For Local Food  
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**On-site Event Rate: \$150**

- 4 hours of exclusive use of Kitchen
- Tables (6-foot) and chairs and use of sun shades/vinyl enclosures and propane heaters on covered back patio
- User must still pay one time Orientation and Application Fee (\$50)
- Additional use of Kitchen for prep, storage follows normal rates

**Cleaning, set up, and break down**

- Users are allowed 15 minutes before their paid, scheduled use time to bring in supplies, prepare for processing, and clean and sanitize their work space.
- Users are allowed 15 minute “Clean up” time after paid, scheduled use time. This is meant for jobs like mopping, sanitizing tables, and cleaning equipment, NOT washing dishes or storing products. Because of this, there is a *zero tolerance policy* when it comes to upholding standards of cleanliness after every use.

**Storage Fees**

- Reach in Freezer: \$15/month per half shelf
- Walk in Cooler: \$15/month per half shelf, \$30/month per full shelf. Full shelf measures 4ft wide x 1.5ft deep
- Dry storage on Metro shelves: \$20/month per bin. Bin provided. User can install their own lock, if desired.
- Worktop coolers are for day use only. No overnight storage in worktop cooler.