

Kitchen items available for use:

- Sink
- Towels
- Dish soap and drying rack
- Coffee maker - no filters required for our machine, but all other supplies including coffee grounds is the responsibility of the renter
- Kettle
- 2 small carafes
- Microwave
- Fridge- contents that the club has left are not for your use. Only use what you bring in.
- Garbages
- Please note there are no dishes, if needed you must bring your own. Some basic prep and serving utensils are available.

Renters responsibilities after your event:

- ☐ Sweep all floors
- ☐ Wipe tables, chairs, and all countertops clean
- ☐ Leave everything in the kitchen clean and as you found it
- ☐ Bathroom floors and sink countertops left clean
- ☐ Garbages taken out if full
- ☐ Return any keys that were left with you- as agreed upon
- ☐ Remove all decorations
- ☐ Tables and chairs can be left up, unless otherwise stated by a board member
- ☐ Report any damages or low stock
- ☐ Pay invoice in full to kokoplatzrecclub@gmail.com

For sure NO'S

- ☐ Confetti or glitter
- ☐ Only use 3m strips or painters tape on walls
- ☐ The canteen items are not for your use- unless you intend to pay for them at our listed price on site.