



House

2D HOUSE KITCHEN RENTAL POLICIES AND PROCEDURES

Thank you for utilizing the 2D House Prep Kitchens, we're very excited to welcome you to our space!

We want to take this opportunity to inform you of our policies to ensure that your experience is as smooth as possible when working in our Kitchens. Please read these policies carefully, sign where noted and distribute this document to the rest of your team.

Once signed, this document must be submitted to studios@2dhouse.com.

TERMS & CONDITIONS

1. GAS APPLIANCE USAGE

2D staff are responsible for unlocking and turning on all gas sources on site. If you require access to any of the cooking appliances please contact the studio representative at the front desk and they will grant you access.

The 2D Prep Kitchen comes complete with an 8 gas burner range as well as a gas powered 40 lb deep fryer. These appliances are tethered to the exhaust system and are only supplied gas when the exhaust system or "vent hood" is on. While the exhaust system is on, a make-up air unit will also engage to resupply the air that is removed by the exhaust system.

When you are finished using the cooking appliances, please notify the 2D studio personnel and we will ensure that the gas is shut down to all appliances.

Initials: _____

2. VENT HOOD EXTINGUISHING SYSTEM

At the beginning of your team's first day in the kitchen, the Studio representative on site will provide a brief tutorial on how to engage the ventilation system as well as how to activate the fire suppression system in the event of an emergency.

As stated above, the exhaust system must be engaged in order to supply gas to the cooking appliances. The 2D studio team are responsible for turning on all gas systems and activating the appliance reset. The lights within the exhaust unit are also tethered to the exhaust system and functionality of the cooking appliances so those lights are always on when utilizing the gas range or deep fryer.

In the event of a fire, the emergency extinguishing system levers are located in the following places:

- Kitchen #1 - Behind the entry door.
- Kitchen #2 (in Studio Bravo) - Beside the door in the Kitchen.

3. FIRST AID/FIRE EXTINGUISHER

In addition to the Exhaust system, there is a Fire Extinguisher located in each Kitchen as well as a First Aid/Burn Kit. An additional Fire extinguisher and First Aid kit is located at the reception desk.

4. COOKING APPLIANCES PROTOCOLS

8 GAS BURNER RANGE: When the gas range is utilized, productions will need to ignite all 8 burners as gas is supplied to all of them at once without independent control of each burner.

Initials: _____

40 LB DEEP FRYER : Productions are responsible for supplying and removing all cooking oils used in the 40 lb deep fryer. Any oil left in the deep fryer at the end of a job will result in an oil disposal and cleaning fee.

Initials: _____



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5-TRAY CONVECTION OVEN: An electric 5-Tray Convection Oven is available in the Studio Kitchen that is hard wired for all your baking needs. The Oven can fit 5 full size sheet pans and comes complete with adjustable racking. This unit is not gas powered and therefore can be used without engaging the Exhaust system.

Initials: _____

5. GENERAL CLEANLINESS

We ask that your food styling team be considerate of the kitchen space and do their utmost to return the Kitchen back to the state in which it was originally found. All cooking utensils, pots, pans, appliances and work surfaces should be cleaned or put in the dishwasher by your team at the end of each rental term as we are likely to have different productions in our space from one day to the next. Our Studio team is happy to provide you with cleaning products to assist with that effort at any time!

Initials: _____

6. GARBAGE/RECYCLING DISPOSAL

We provide every production with 1 garbage bin, 1 recycling bin and 2 bags per bin per kitchen each day. We ask that the food styling team or clients working in the Kitchen be responsible for their own waste disposal at the end of each day.

Our dumpsters are located outside at the North-west corner of the building along the fenceline. If waste is not disposed of at the end of each day production may result in additional cleaning fees. In the event a client wishes not to dispose of a garbage bag because it is not yet full, we offer lids for our bins which can be requested through the Studio rep on site.

Initials: _____

7. LEFTOVERS & EXTRA PRODUCT

Productions are responsible for taking all extra product or leftovers from their shoot at the end of their rental term. Food left behind in the Kitchen fridges or freezers may result in additional cleaning fees to Production.

Initials: _____

ADDITIONAL RATES & FEES

Kitchen Cleaning Fee	\$200/Day
Oil Disposal Fee	\$150/Day
Extra Food Disposal Fee	\$100/Day

ACKNOWLEDGEMENT

I hereby acknowledge that I have read, understood and agreed to the 2D Prep Kitchen policies and terms as defined within this agreement by 2D House Inc.

Signature

Date

Print Name