

Kitchen Rental Process and Fee Schedule

Artisan Food Center Commercial Kitchen
700 Artisan Way, Suite D, Dayton, WA

1. Review the **User Agreement** and its 4 attachments: *Kitchen Rules, Sanitation and Safety Rules, Health and Cleanliness Rules, and Food Handler's Cards and Other Permits*. This agreement is available online at www.bluemountainstation.com or at the Port office at 1 Port Way, Dayton.
2. Contact the Port of Columbia to reserve hours for kitchen use.
3. Call 509-382-2577 or email auditor@portofcolumbia.org to set up a time to sign the agreement, and get the code to the kitchen door. All users must sign a *User Agreement* prior to working in the kitchen and pay the following fees and deposits:
 - ✓ **\$15 per hour kitchen use fee**
 - ✓ **\$50 cleaning deposit**, which will be returned to you if the kitchen is left in a clean and usable condition
4. **The kitchen may be rented daily between 7 am and 11 pm.** Users should park and enter the kitchen from the rear entrance. The light switch is just inside the back door. A public restroom is located on the east end of the Artisan Food Center for use by kitchen renters.
5. All users of the Artisan Food Center Commercial Kitchen are required to have a **current Food Handler's Card**. A Food Handler's Card can be obtained online at www.foodworkercard.wa.gov. The cost is \$10 and the permit is good for 2 years.
6. There may be other permits required depending on your activity. Please read the **Food Handler's and Other Permits** document on our website, or check with the Columbia County Health Department or the Washington State Department of Agriculture to make sure you have all necessary permits.

Please contact the Port of Columbia with any questions or concerns regarding the Artisan Food Center Commercial Kitchen.

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