

## **Catering**

The following caterers are pre-approved for the provision of catering services to tenants and renters within the St. Albert Community Hall.

Any tenant requiring catering services should discuss their requirements directly with these companies, and advise the hall manager of their selection.

- **Ashgrove Catering**

“a taste above the rest”

Contact Mary McGeown

Ph 780.419.3300

Fax 780.419.3310

email [info@ashgrovecatering.com](mailto:info@ashgrovecatering.com)

web [www.ashgrovecatering.com](http://www.ashgrovecatering.com)

- **Up-Town Catering**

“Simple Fresh Local”

Contact Sylvia Mickaniuk

Ph 780.932.8857

email [up-town@shaw](mailto:up-town@shaw)

Web [www.uptowncatering.ca](http://www.uptowncatering.ca)

## **Pot-Luck** (self catering)

Pot-luck style self-catering may be employed, but is subject to extra rental fees and conditions as follows:

The Main Floor kitchenette is included in the main hall rental.

The large fridge can be used for food and beverage storage. The small freezer may be used for ice storage. A microwave and commercial dishwasher are available. A 60 cup coffee urn, wine glasses, and hi-ball glasses are also available.

By using the kitchenette the tenant agrees to remove and dispose of all remaining food, beverages, and other waste; and to clean the kitchenette immediately after the event.

The Master kitchen (located downstairs) is available for extra rental fees as follows:

limited use during event – fridge and stove use only (for cooling and warming)	\$50
limited use during event – dishes and cutlery (no fridge or stove use)	\$50
full use including early access for food preparation on day of event	\$150

Notes: 1) all items used must be left clean or additional charges will apply  
2) The following Kitchen Cleanup Checklist applies to all kitchen/Kitchenette users.



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Sheena Hughes

**Manager**

Sheila Clulow  
780-460-7812

**Custodian**

Aurora Leclerc

**Caterer**

Mary McGeown  
Ashgrove Catering  
780.419.3300

Sylvia Mickaniuk  
Up-Town Catering  
780.932.8857

**KITCHEN CLEAN UP CHECKLIST**

**1) DISHES**

a) Wash all dishes, utensils, glasses, etc., and return to cupboards/drawers.

**2) Counters**

a) Damp wipe all counter tops.

b) Wipe spills and splashes from all surfaces, doors, etc. under the counters

**3) FRIDGE**

a) Damp wipe all inside and outside surfaces

b) Wipe glass doors to remove all splashes and fingermarks.

**4) STOVE**

a) Clean grill and burners

b) Empty grill grease tray (pull-out tray on right hand side under grill drain)

c) Replace foil on drip-trays (2 slide-out pans under burners)

d) Wipe spills and splashes inside ovens

e) Damp wipe back splash

f) Damp wipe front and sides

**5) DISHWASHER**

a) Remove residual food particles from drain strainer

**6) SINKS**

a) Remove residual food particles and rinse sink

**7) FLOOR**

a) Sweep floor and mop up any spills

**8) GARBAGE**

a) Remove all food waste and other garbage from kitchen

i) Place in blue bin behind hall

**9) Cleaning supplies**

a) SAACL provides a limited quantity of appropriate cleaning supplies for your use.

Please advise the manager if the supplies are running low.

**NOTE:**

**If, in the opinion of the hall manager, the kitchen has not been satisfactorily cleaned following your use, additional charges will apply.**