

# Getting Started Checklist



## Obtain Valid Food Manager Certificate

There are many companies offering this certification. We recommend taking an in-person class. The instructors know what information needs to be focused on and the test is given at the end of the course. One person on your team must have a Manager's Food Handling Certificate and all other team members must have Food Handler's Cards.

➔ **TIP:** Take a course which gives *immediate, verifiable* results of the test. They are usually a little more expensive, but you will have proof of passing right away. If you take a course which mails the certificate, you will have to wait for the certificate to arrive (usually six to eight-weeks) before you can work in most commissary kitchens.

Resource: [www.servsafe.com](http://www.servsafe.com)

## Secure Business Liability Insurance

We require our kitchen to be listed as an additional insured on your policy.

There is a line on the policy for Damages To Rented Premises (each occurrence). For our kitchen the amount listed in this section must be \$1,000,000.00. It is a requirement of our landlord.

➔ **TIP:** A good, comprehensive policy should cost no more than \$495 a year.

Resource: If you cannot find a policy to fulfill this requirement, please call us at (858) 935-9924. We can get you in touch with a great agent!

## Call Shared Kitchen Rentals to schedule a tour!

Contact Gina at **Shared Kitchen Rentals** by calling (858) 935-9924 to schedule a tour of the kitchen and discuss booking time. **You're on your way!**