Demo Kitchen Rental Rates

- **Demo Kitchen**: $50/hour
- **Demo Kitchen + Kitchen Coordinator**: $90/hour for 8 participants + $15/hour/additional participant

Demo Kitchen Rental Policies

1. All Demo Kitchen reservations must complete a Reservation Form and submit it 5 working days in advance of your event. If reservation is needed in less than 5 days, please call 765.496.0184.

2. The Nutrition Science Department reserves the right to cancel any reserved event due to circumstances that may pose a hazard to the safety of the participants or to the condition of the facilities, including inclement weather.

3. The key for the kitchen must be picked up by 4:30 PM on the previous day prior to the event. Any keys checked out must be returned by 4:30 PM on the following business day. **If the keys are not returned by 4:30 PM the following business day, a $50 fee will be assessed for replacing the keys.** Key pick-ups and returns will be conducted at the following locations: Lyles Porter Hall, room 1144E.

4. Payment is due upon pick up of keys. If an internal department account transfer has been established, verification is due upon pick up of keys.

5. Cancellations must be received in writing at least 72 hours prior to the event.

6. Rental groups must supply all of their own food, including pantry items (flour, salt, etc.)

7. Participants must comply with State and University laws, rules and regulations. Persons misusing equipment or non-compliant to safety rules or instruction will be asked to leave the facility.

8. Purdue University prohibits the possession, consumption or distribution of alcohol.

9. Groups are responsible for ensuring the kitchen is cleaned and trash is disposed of properly upon the conclusion of the event (see Cleaning Checklist) or a $50 service charge will be added for clean-up. All food must be removed from the kitchen at the conclusion of the rental period.

10. The main contact/organization will be held financially responsible for all lost, stolen or damaged equipment.

11. Parking is not included with your reservation. The Nutrition Science Dept. is not responsible for any parking citations issued, nor does it have the ability to retract or modify citations. Free parking is available after 5:00pm in the Harrison St. parking garage, attached to Lyles-Porter Hall. Any special parking requests need to be arranged through University parking. For more parking information, please call Purdue university Parking at 765-494-9494 or visit their website: [http://www.purdue.edu/parking/](http://www.purdue.edu/parking/)