



# Food Service Equipment Center Event Request Form

Today's Date \_\_\_\_\_ Name of Business \_\_\_\_\_

Requested date #1 \_\_\_\_\_ Requested date #2 \_\_\_\_\_ Requested date #3 \_\_\_\_\_

Requested time #1 \_\_\_\_\_ Requested time #2 \_\_\_\_\_ Requested time #3 \_\_\_\_\_

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Number of persons \_\_\_\_\_

Cooking \_\_\_\_\_ Cooking what? \_\_\_\_\_

Main Kitchen \_\_\_\_\_ Vent Bake Kitchen \_\_\_\_\_ Commercial Stage \_\_\_\_\_ Conference Room \_\_\_\_\_

Equipment request \_\_\_\_\_ Supporting Equipment \_\_\_\_\_

\_\_\_\_\_

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### General Information and Best Practices

- ❖ **Hours of business are 7am – 5pm**
- ❖ **Once Event Request Form is submitted, a phone call and email will be sent to confirm details and formally book the appointment. Submitting this form doesn't guarantee the request until confirmed.**
- ❖ **Please fill in all three "requested date & time" fields for additional options for a smooth scheduling experience**
- ❖ Scheduling support by Maria Murillo at [ERCfoodsvc@socalgas.com](mailto:ERCfoodsvc@socalgas.com) or 562-803-7323
- ❖ Equipment inventory list found at [caenergywise.com/try-before-you-buy](http://caenergywise.com/try-before-you-buy)
- ❖ All persons on premises must be +18 years old, no pets, no sandals
- ❖ Use of Kitchen space requires proper Kitchen safety. Attire, hygiene, sanitation, food safety, must be followed
- ❖ Smallware's, refrigeration, support equipment, gloves, plates & utensils, etc. are provided
- ❖ Check in at lobby found at back of building, staff will check person in, then escort to designated space
- ❖ Overflow parking found across the street at Stonewood mall (use cross walk)
- ❖ **Main Kitchen** – for smaller groups of 5 or less to demo equipment
- ❖ **Vent Bake Kitchen** – for medium groups of 9 or less to demo equipment and have adjacent access to a small conference room with basic AV for presentations
- ❖ **Commercial Stage** – for large groups of 75 or less to do trainings and or live stadium style cooking demonstrations, complete with full scale AV, multiple cameras, screens, microphones, streaming capabilities.
- ❖ **Conference room** – Non cooking meeting spaces with various occupancies and AV capabilities

### SoCalGas Foodservice Team

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