

Catering guidelines are applicable for events held within the Ralph Klein Park's Environmental Education Centre, including the rooftop terrace.

### Site Features

- Potable water is available only through filtered water dispensers on site.
- Tap water is only suitable for washing hands and dishes.
- The site kitchen may be used. It includes:
  - 1 fridge and freezer
  - 2 sinks
  - 1 long counter
- The site dishwasher is not available for use.
- Ice is not available.
- Rectangular 5'x3' tables are available for caterer use (i.e., buffet). The number of tables available will be based on room set-up/capacity.
- Site dinnerware, carafes, cutlery, etc. are not available for use.

### Pictures of Kitchen



### Catering Requirements

- Clean-up all food and waste by the end of the booking time.
- All garbage, recycling, and compost must be disposed of in the appropriate bins.
- Items used (i.e., fridge, etc.) must be returned as found by the end of the booking time.
- Cleaning supplies will be provided to clean counter tops, sinks, and other areas that have been used.
- Items may not be stored on site.
- Food must be prepared in advance and off-site. There are no reheating amenities available.
- Open flames are not permitted.

## **Sustainability Standards**

To ensure our park and facility are used in an eco-friendly manner, we require our vendors, partners, and clients to abide to the following sustainability standards:

- Reduce single-use items in accordance with the [Single Use Items Bylaw](#).
- Please use reusable, recyclable, or compostable containers.
- The use of boxed lunches is discouraged due to additional waste.
- Compost, recycling, and garbage bins will be provided.
- Consider products that are gentle on the environment, sold by fair trade companies, and made from compostable and/or recyclable materials.
- Before throwing items away, consider if they can be re-used for other purposes or donated to a community group or non-profit organization.

## **Food Service**

- Food and beverage service must comply with the requirements of the [Alberta Food Regulation](#).

## **Liquor Service**

- All liquor service at Ralph Klein Park requires pre-approval from the City of Calgary and a liquor license.
- Liquor service is only permitted for bookings within the Environmental Education Centre, including the rooftop terrace.
- Liquor service is restricted to between 11 a.m. and midnight.
- A copy of the liquor license is to be posted on site.

## **Deliveries**

- All deliveries must check in at the front reception desk.
- Caterer is responsible for food delivery, set-up/unpacking, pick-up, and clean-up.
- All items (food and rentals) must be dropped off and picked up within the booking time.
- Vehicles cannot idle during deliveries.