

Saint John Neumann Catholic Church

9633 E. State Route 37
Sunbury, Ohio 43074-9672



Kitchen Guidelines

1. If food and beverages are served, absolutely no red, blue or purple liquid is permitted anywhere in the building (i.e. grape juice, grape punch or soda, red or purple sports drinks, Hawaiian Punch, etc. since these can stain carpets and divider walls).
2. All items in Refrigerators and Pantries are property of St. John Neumann and are not for general use.
3. Dispose of all leftovers.
4. Turn off all appliances
5. Clean trays in warming ovens if utilized and wipe out warming ovens.
6. Wipe off all counters, range tops and microwave
7. Clean sinks of all debris
8. Sweep and mop floor, thoroughly rinse mops, empty mop bucket and store
9. Remove all trash to the appropriate trash dumpster (not recycle dumpster).
Replace trash liners in garbage cans
10. Church owned equipment (tables, chairs, audio visual equipment, kitchen equipment including utensils pots, pan, punch bowls, silver ware, coffee pots, etc.) shall not be taken from the church for any personal use
11. Turn off lights
12. Make sure all exterior doors are locked before you leave.