



## CUMBERLAND CULINARY CENTER PRICES

### *MEMBERSHIP FEES*

All companies are required to pay an annual fee for membership. This provides you with a web listing for your company information describing your products and/or services which will help promote your business. Fee schedule is listed below:

|   |          |
|---|----------|
| SPECIALTY FOOD PRODUCERS                              | \$65.00  |
| COMPANIES UTILIZING CO-PACKING & PROCUREMENT SERVICES | \$65.00  |
| SUPPLIERS   | \$100.00 |

### *KITCHEN RENTAL*

First time users are charged \$75.00 for the food safety instructions, equipment training, processes and procedures. This is a one-time charge. Documentation is available to help guide you through all aspects of Good Manufacturing Practices (GMPs).

There is a requirement to sanitize all containers and closures for customers who do **not** cook their product. Cost per day to utilize the dish machine is a flat fee of \$25.00 plus a usage fee of \$15.00 per hour.

Use of the 40g kettle for preparing products is \$25.00; non production day; available for experienced users only.

Initial auto label system setup for new containers and labels is a one-time fee of \$30.00. Supervised label system operation is \$35.00 per hour. Unsupervised label system operation is \$25.00 per hour.

- Customers are requested to complete a short user survey on an annual basis.
- All specialty food producers are required to have a Tennessee Department of Agriculture permit and approved processing documentation (including re-call procedures). Your application must be approved prior to requesting production time. An inspection will be scheduled on the same day as your first production day. The cost for the TDA permit is \$100.00 - \$150.00 annually; dependent on type of products being produced.

### **Tier I Kitchen Rental is \$65.00/hour - Supervised production**

- Customers are given a 30-minute grace period (no charge) at the beginning of each production day; this time should be utilized for product preparations and capturing lot numbers and/or best used by dates for all ingredients.
- In addition, you are given a thirty-minute break (no charge) for each six hours of production time.

**Effective Date: June 1, 2022**



- The rental fees are discontinued when the product has been completed and labeled. You are responsible for performing all post operation procedures and necessary cleaning/sanitization procedures.

### **Storage Fees**

You are not required to pay storage fees for raw materials (containers, closures, ingredients) which are brought to the center and fully utilized within a thirty-day window.

Long term storage for raw materials and finished goods:

- Dry goods or finished product – per pallet storage \$15.00/month
- Dry goods or finished product – per shelf \$10.00/month
- Cooler/Freezer – per shelf \$20.00/month

You must provide your own storage containers with a label to designate company, date stored and contents.

### **Tier II Kitchen Rental**

Once you have completed your first production day of processing you may be eligible to move to Tier II pricing. The criteria used to determine your eligibility are the following aspects of production which is determined by the Kitchen Management Team:

- Adherence to all processes, complete and accurate processing documentation
- Competency on equipment operation as well as care of the equipment
- Post operation processes and cleanliness of the center after a production day

If you fully qualify to meet all the criteria the following price structure would be adopted:

- Check-In process for each day of production is \$50.00. You will be assisted and inspected for the preparation processes and initial operation by the Kitchen Management Team.
- Hourly Kitchen rental is \$35.00/hour. All grace periods as reflected in Tier I prices are applicable.
- Telephone support will be available to respond to any questions. However, in the event the issue can not be resolved over the phone, the Kitchen Management Team will return to the center to resolve the issue. If it is determined to be a user error an additional \$50.00 charge will be assessed. If it is determined to be an equipment failure, there will be no additional charge.
- Check-Out process for each day of production is \$30.00. You will be assisted and be inspected for post operation procedures and cleaning/sanitization processes.
- Depending on the frequency of production and the familiarity with operational procedures a customer can become eligible for self Check-Out.

**Effective Date: June 1, 2022**



For the majority of second time production kitchen rental, customers will typically require a combination of the services and support. See example below:

- Assistance for start-up procedures and initial operation of the equipment supported by the Kitchen Management Team: Typical time is 1-2 hours. The rate would be (Tier I) \$65.00/hour.
- If operations are proceeding without difficulty and the Kitchen Management Team leaves the center, the rate would revert to (Tier II) \$35.00/hour for the remaining production and labeling hours.
- If the Kitchen Management Team is required to return to the center and assist with the use of the automated labeling system, the rate would revert to (Tier I) \$35.00/hour
- Check-In (\$50.00) and Check-Out (\$30.00) processes for each day of production will still apply.

#### ***CANCELLATION POLICY***

All scheduling of the CCC is coordinated by Sue Sykes ([mrgreen1@bellsouth.net](mailto:mrgreen1@bellsouth.net)). There is a requirement of a 72 hour notice in the event that a scheduled production needs to be cancelled. If this does not occur within the 72 hours prior to the production schedule, Cumberland University will bill the customer a penalty of \$100.00 which will be payable upon receipt of the notice.

#### ***PAYMENT***

Customers are required to provide a check payable to Cumberland University for kitchen rental and storage fees at the end of each production day.

**Effective Date: June 1, 2022**