

# ***FACILITIES***



## **Corporate Kitchens**

The corporate office houses ten kitchens each with their own unique number.

<b><u>Kitchen Number</u></b>	<b><u>Location/Area</u></b>	<b><u>Floor</u></b>
<b>1A</b>	<b>Bruce's Bistro</b>	<b>First</b>
	<b>Stadium Kitchenette</b>	<b>First</b>
<b>1B</b>	<b>IT Kitchenette</b>	<b>First</b>
<b>1B-2</b>	<b>IT - Main Lobby Kitchenette</b>	<b>First</b>
<b>1C</b>	<b>Fitment &amp; Technical Kitchenette</b>	<b>First</b>
<b>1C-2</b>	<b>Product / Inventory Mgmt Kitchenette</b>	<b>First</b>
<b>2A</b>	<b>HR Kitchenette</b>	<b>Second</b>
<b>2B</b>	<b>Construction / Real Estate Kitchenette</b>	<b>Second</b>
<b>2C</b>	<b>Claims Kitchenette</b>	<b>Second</b>
	<b>Executive Kitchenette</b>	<b>Second</b>

Employees and guests are welcome to share whichever kitchenette they are near. Please keep in mind that shared areas are often the first areas to become untidy. These areas are also the first impression for a client or guest, and we want to ensure that they are kept as clean as possible. Do your part and remember:

- Discard any empty food containers especially when you take the last item
- Wipe down the counters if you spill or someone else did

**NOTE:** If your department was kind enough to share leftovers in a kitchen, please assign someone to consolidate food items, toss the empties and wipe down the surfaces at the end of the day.

Your attention to cleaning up throughout the day will be appreciated by the next user.

If you have any questions, please email [Facilities@discounttire.com](mailto:Facilities@discounttire.com)