



Thank you for your interest in running your own Famfare Kitchen “Kitchenette!”
That’s our fancy word for a Famfare Kitchen residential pick-up point.

WHAT IS A KITCHENETTE?

A Kitchenette is a residential pick-up point for Famfare Kitchen (FFK) meals. Basically, it’s your front door, a warming bag and a cooler bag.

HOW DOES IT WORK?

First, look at your calendar and choose a day and time you want to open your Kitchenette for meal pick-up. This needs to be a Tuesday or Wednesday with at least a one-hour window of time between 330-630PM. You choose the day and times that work best for you and your clients.

Once you pick your day and time, we create a specific sign-up page for your location– this is where your friends and neighbors can place their order. We customize this sign-up page to your availability – so say you are planning a vacation one week – no problem – we simply close your sign-up that week. Once you approve your page, we link this to our site and it’s ready to take orders; FFK manages all money collection for Kitchenettes.

Then, spread the good word and make your sales. This is a pretty easy sell – a no brainer in our book - but we know people need a little convincing so we send you with menus, yard signs and 2 complete sample meals to share with potential customers. In addition, we announce your new location on our website, with social media and on our weekly email. Other marketing materials available on request - we’re excited to hear your ideas so please ask.

On the day you’ve set, you’re responsible to pick-up up meals from our central kitchen for your location and distribute meals to your clients. All meals will be ready for pick-up in commercial warming bags / boxes by 3PM at our central kitchen located in South Saint Paul at 1539 5th Avenue South (494 and 52). So basically you pick up the meals, drive home, put on your slippers, hand out supper to your grateful and hungry clients, then sit down for your own hot, homemade meal and enjoy.



WHAT'S IN IT FOR ME?

KITCHENETTES PICKING UP FROM SOUTH SAINT PAUL

Kitchenettes receive commissions based on sales made at their location AND receive a complimentary meal for their family. (Complimentary meals based on at least one paid order placed at your residence).

- 1-10 Meals Sold Per Month = Complimentary Meal / No Commission
- 11-25 Meals Sold Per Month = 10% commission for each meal sold
- 26-49 Meals Sold Per Month = 12.5% commission for each meal sold
- 50+ Meals Sold More Per Month = 15% commission for each meal sold

So, say you sell 10 meals a week (40 a month), you're looking at \$160 in cash + \$160 in complimentary meals monthly. That's \$320 for about 8 hours of time / \$40 an hour. If you want to distribute meals at home one day and distribute meals at your husband's office or your kids school the next day, you can make that much more money. It's your business.

Additionally, each month we will be awarding the Kitchenette with the highest sales a \$25 bonus. We will be adding more sales incentives and promotions as we grow. We're excited to get this going and want this to be a fun and monetarily motivating. Making money is awesome.

We realize Famfare cash won't cover your house payment, but it's great funny money - and it's a fun gig. Your neighbors and clients will love you. And if you were to do this nine months a year (because you can close your location whenever you choose ie, summertime), you could very easily make \$2000 - and that's real money. That's enough for a little vacation or a new living room set or part of your kiddos hockey expenses.

KITCHENETTES USING A COURIER SERVICE TO THEIR RESIDENCE

Meals can be delivered to Kitchenette locations depending on availability and distance from the kitchen. If a Kitchenette opts for courier service delivery, the commission will be as follows:

- 1-10 Meals Sold Per Month = Complimentary Meal / No Commission
- 11-25 Meals Sold Per Month = 5% commission for each meal sold
- 26-50+ Meals Sold More Per Month = 10% commission for each meal sold
- Note commission scale reflects delivery costs incurred by Famfare Kitchen

THE DETAILS

Kitchenettes are independent contractors for Famfare Kitchen. Each person who operates a Kitchenette must complete a W-9 tax form, submit a resume (no big deal) and sign an Operational Agreement form. Note that you will receive a 1099 at the end of the year for tax purposes if you are paid more than \$600 annually.

Kitchenettes are paid monthly. Checks are distributed the first week of the month for the previous months meals. Famfare Kitchen reserves the right to eliminate low performing locations. More questions? Contact JENNIFER DRANE at 612-719-9391, jen@famfarekitchen.com.



Famfare Kitchen GO-FORM

NAME: _____

ADDRESS: _____

CELL: _____

EMAIL: _____

DAY OF WEEK: _____
(Tues or Wed)

90-MINUTE PICK UP WINDOW TIMES: _____
(example: 430-6PM)

HOUSE DESCRIPTION: _____
(ie: color of house, style, description)

VACATION DATES: _____
(weeks when you're out of town or too busy for FF)



Famfare Kitchen Operational Agreement

Kitchenettes are the face of Famfare Kitchen. You are the Famfare person our clients know and trust. And we know and trust you. We ask that you please be kind, courteous and welcoming on our behalf. Additionally, we ask that you are reliable and distribute meals as scheduled. Famfare Kitchen is trying to help people slow down and eat dinner as a family. You make this possible for your clients. Thank you. We are so excited to have you on our team.

1. Kitchenettes are responsible to pick up all meals (or make arrangements for pick up) for their location at the central kitchen and distribute all meals in safe and timely manner during the hours as scheduled and agreed to on the Famfare- GO Form. Food should stay in zipped/closed warmers and cooler bags to retain safe food temperatures.
2. Kitchenettes act as the key contact person for their clientele regarding late pick-ups, missed pick-ups or other client snafus. Basically if there is a problem, please manage the situation as best possible and let us know how / if we can help.
3. Kitchenettes are responsible to get client sign-off on all meals at pick-up (ie - have people initial a clipboard so there is no confusion as to who picked up and who has not).
4. Kitchenettes are responsible to keep FF insulated bags and catering boxes in good, clean condition and to swap out delivery bags and boxes on a weekly basis. If a bag or box is broken, lost or stolen, there is a \$50 fee assessed.
5. Kitchenettes are asked to give FF a two-week notice should they like to stop deliveries to their location. This gives our clients a chance to figure out a new game plan and for FF to issue refunds if necessary.
6. Kitchenettes are 1099 contract employees and must complete a 1099 form prior to conducting business with Famfare Kitchen.
7. Understand that with a consistent low-performing pick-up location, we reserve the right to close your Kitchenette location.

SIGNATURE: _____ DATE: _____

PRINT NAME: _____