



Application for Kitchen Use

1. Does your business have a name? *Write it below if yes.*

2. Who is/are the primary contact(s) for this business? *Please provide name(s), contact (phone/email) and addresses below.*

3. Do you have a website or social media page for the business? *If so, write it below.*

4. Anticipated start date for kitchen use:

5. How did you hear about Millstone Kitchen? *Check all that apply.*
 - Social Media (facebook, instagram, etc.)
 - Internet Search
 - News (network or newspaper)
 - Word of Mouth
 - Referral from Business Services. Who? _____
 - Food Corridor
 - Other: _____

6. Is this a new or existing business?
 - New
 - Existing

If existing, how long have you been operating? _____

How much are your average monthly sales? _____

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7. What are your goals for this business? *Check all that apply.*

- Start Up
- Increase Sales
- Online Sales
- Local Distribution
- Regional/National Distribution
- Fun
- Part-time Source of Income
- Full-time Source of Income
- Other _____

8. Tell us about your business concept! Please tell us about your product(s) or services and how and where you intend to sell them.

9. Do you use or plan on using any locally-grown or sourced ingredients?

Yes, and they are: _____

No, and this is why: _____

10. Do you have any of the following licenses, permits, or certifications? *Check all that apply.*

- Good Manufacturing Practices
- Better Process Control School
- ServSafe Food Manager
- ServSafe Food Handler
- Scheduled Process for Recipes
- VDACS Home Kitchen certification
- Other:
- Need help figuring this out!

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11. What's the legal status of your business? *Check one.*

- | | |
|--|--|
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Other |
| <input type="checkbox"/> General Partnership | <input type="checkbox"/> None yet—Need help with this! |
| <input type="checkbox"/> LLC | |

12. Do you have liability insurance for your business?

- Yes. Policy through: _____
- No

13. In this calendar year, how many people (yourself included) will be employed by the business? *Please indicate # full time and # part time. If you're not sure, write "not sure."*

If you have a business plan you would like to share so we can learn more about your business and how to best support you, you can submit it with this application. If you don't have a business plan but would like to, we can connect you with the support to make it happen.

Submit this application either in a scheduled in-person meeting or to millstonekitchen@gmail.com. There is a \$50 non-refundable application fee which can be paid via PayPal on our website, or by check (made out to Live Work Eat Gather Inc.). Mail can be sent directly to the kitchen at 4237 Prices Fork Road Suite C, Blacksburg, VA 24060.