

# Team Building Cooking Event Checklist



## Prior To The Event

- Book a location (check out our Spacebase locations)
- Split into teams (2-round lottery). Fill in with names.
  - Chefs:
  - Appetizers:
  - Main course
  - Desserts:
  - Drinks:
  - Photos:
- Decide on the recipe (chefs' task)
- Define your budget
- Create a shopping list (chefs' task; based on your budget)
- Order the food ingredients (be careful with preorders and timing)
- Order hygienic protective equipment (hair bands, rubber gloves)

## On-site Preparation

- Hygienic measures before cooking (clean environment, aprons, rubber gloves, long hair tied back)
- Take care of the atmosphere (some music might be useful)
- Appoint one person to take pictures throughout the entire process

## Afterwards

- Clean out the space (make sure to clean the space and leave it the way it was)
- Take the leftovers of the food

## Notes

Enjoy an exciting and creative cooking process!