



Mount Vernon Commissary Kitchen (MVCK) Membership Plans & Pricing for the Initial 6 Month Period Ending September of 2026

Overview

This pricing structure is designed specifically for food businesses using a **shared commercial commissary kitchen**, conveniently co-located inside the **Mount Vernon Library Commons**, at **208 Kincaid Street, Mount Vernon, WA 98273**. This location reflects the unique needs of local vendors while leveraging the lower cost of living and business overhead in the Mount Vernon area.

Pricing has been thoughtfully reduced by approximately 25–30% compared to similar facilities in higher-cost regions like Woodinville, Seattle, and Tukwila. These reductions account for differences in real estate, utilities, and operating costs, ensuring affordability while maintaining excellent service and support for food entrepreneurs.

Our plans include flexible options for various scheduling needs, with no deposits, no long-term contracts, and low monthly minimums. This makes our commissary kitchen an ideal environment for small businesses, startups, and established food vendors seeking cost-effective, professional-grade facilities to grow their operations.

Membership Plans

The commercial kitchen in Mount Vernon offers two flexible membership plans tailored to meet the needs of food entrepreneurs. The **Fixed Monthly Plan** is ideal for vendors who require a consistent weekly schedule. Members can reserve 1 to 3 days per week in either 5-hour or 8-hour blocks, with pricing ranging from **\$350 to \$750 per month**, depending on the number of days and shift length. This structured plan ensures reliable access to the kitchen on pre-scheduled days.

For those seeking maximum flexibility, the **Flex Plan** allows members to book time as needed in 5-hour blocks at a cost of **\$60 per block**, with a monthly minimum of **\$0**. This plan is perfect for businesses with varying production needs or those just starting out. Both plans

include access to shared cooking equipment, utilities, towel and ice service, Wi-Fi, and on-site parking, ensuring a fully equipped and supportive environment for food production.

The Fixed Monthly Plan and Flex Plan provide ample options for vendors to schedule their time effectively without requiring dedicated space.

Option 1: Fixed Monthly Membership Plan

This plan is best for vendors who want a **set weekly schedule**. Members can reserve 1-3 days per week and will receive automatic bookings for the agreed-upon schedule. They can choose either an 8-hour or a 5-hour schedule format.

MONTHLY PRICING FOR MORNING SHIFT
(based on number of days per week reserved)

# Days/Week Included:	1	2	3
Starting AM (starts between 4AM-12PM)	\$450	\$600	\$750

MONTHLY PRICING FOR AFTERNOON SHIFT
(based on number of days per week reserved)

# Days/Week Included:	1	2	3
Starting PM (starts from 12:30PM-5:30 PM)	\$350	\$425	\$520

Included Features:

- Two (2) tables (72" x 30") and (48" by 30") with under-counter shelving.
- Use of all shared cooking equipment (e.g., ovens, stoves, sinks, carts, mixers, etc.).
- Utilities (water, electricity, trash, recycling, and compost) included.
- Access to ice, towels, and on-site parking included.
- Free Wi-Fi
- Key card for building access (issued in name).

Option 2: Flex Plan

The Flex Plan is ideal for food entrepreneurs who need **maximum flexibility** with no long-term commitments.

- **Cost:** \$60 per 5-hour block (includes space for 2 workers).
- **No Monthly Minimum**

Included Features:

- Two (2) tables (72" x 30") and (48" by 30") with under-counter shelving.
- Use of all shared cooking equipment (e.g., ovens, stoves, sinks, carts, mixers, etc.).
- Utilities (water, electricity, trash, recycling, and compost) included.
- Access to ice, towels, and on-site parking included.
- Free Wi-Fi
- Key card for building access (by check out).

Add-On Rates

Type	Cost	Notes
Dry Shelving (Metro Racks)	\$25 per shelf \$120 full rack	Full rack includes 5 shelves; max 1 shelf per business due to storage limitations.
Refrigeration Shelving	\$90 per shelf \$360 per rack	Full rack includes 5 shelves; top shelf free with full rack rental. Max 1 rack per business due to storage limitations.
Freezer Shelving	\$65 per half shelf \$120 per shelf	No full racks available; max 1 shelf per business.
Refrigerated Speed Rack	Not available due to refrigerator limitations	
Freezer Speed Rack	Not available due to refrigerator limitations	

Example Monthly Membership Fee Scenario

Details	Scenario 1: Part-Time
Base Price	\$520 monthly
Included	3 days/week 5-hour per shift PM Peak shifts
Dry Storage	\$50 (2 shelves)
Fridge Storage	\$90 (1 shelf)
Freezer Storage	\$65 (½ shelf)
Monthly Totals	\$725 per month

Billing Notes

Fixed Monthly Plans

Clients on fixed monthly plans will be invoiced approximately one week before the end of the month (e.g., on the 23rd), via Releventful, with membership dues paid by the 1st of the following month. Payment should be made online in Releventful with a credit or debit card or you can pay with a check in person at the library.

Flex Plan Clients

For Flex Plan members, the contract minimum of \$60 should be invoiced and paid at the start of the contract. Any additional time used will be billed on the 1st the month.

For example, since shifts cost \$60, the \$60 minimum includes 1 reservation. If a member uses 3 shifts, they will owe an additional \$120. This overage bill for \$120 would be sent on or around the 1st of the following month.

Monitoring Kitchen Usage

To ensure fairness and availability for all members, it's important to periodically check that the kitchen is being used as reserved (Cameras are in place). Unreserved or additional usage without prior scheduling can disrupt the shared schedule and limit opportunities for other members. If this occurs, members will be reminded and encouraged to align with the reservation system to keep the kitchen running smoothly.

Similarly, members should only use storage shelving they have reserved. Using unreserved shelving can create challenges for others who rely on the availability of that space. The kitchen operates as a shared resource for the entire community, and following the reservation system helps maintain a positive and cooperative environment.

Repeated concerns about unreserved usage may result in a review of membership to ensure a fair experience for all participants.

Sign-Up Process for New Members

1. Complete a New Member Application (Releventful)
2. Schedule site visit
3. Review and e-sign the Membership Agreement
4. Pay the \$100 non-refundable application/administrative fee and first shift fee (check or via software invoicing)
5. Member submits necessary documentation

6. Member and any of their workers attend the New Member Kitchen Safety Orientation and completes any health department inspection (in-person w/kitchen manager)
7. Once the inspection is passed, their membership becomes active, and they can be scheduled for food production/use.