

Arizona Department of Education

Career and Technical Education

Recommended Equipment List

Program: Hospitality Management
CIP#: 52.0900.00

NOTE: The following items and descriptions are the recommended equipment guidelines for each **CTE Hospitality Management** program. Please note that this list of recommended items does not necessarily need to be supported financially by Federal Perkins or State Priority funding sources. In many cases, local school district funds are used to purchase items on a regular basis (i.e. furniture, consumables, etc.) Further, please understand that this is not an exhaustive list. Local program and business needs may necessitate the purchase of additional equipment and software resources, as may the rapidly-changing nature of the industry-specific technologies used in the program.

Please contact ADE-CTE **Family and Consumer Sciences** Program Specialist Kylie Chamblee (Kylie.Chamblee@azed.gov), if you have questions regarding the appropriateness of any item you are considering for addition to your **CTE Hospitality Management** program.

Recommended Equipment, Materials and Software

Item	Notes
Catering/Front-of-House/Beverage and Food Service	
Demonstration table with mirror	
Beverage dispenser	
Beverage pitchers	
Chair covers/linens	
Cleaning and sanitation supplies and solutions	
Dining and banquet tables	
Dinnerware sets	
Espresso machine and/or drip coffee machine	(if operating a coffee shop for school-based enterprise)
Fire extinguisher	Ensure proper class of extinguishers are on-hand for various types of fires.
First aid kit	
Fine dining dinnerware china set	
Flatware	
Food/pastry displays	
Hot/cold holding equipment	
Kitchen smallwares, (i.e., blender, grinder, microwave)	
Large/small trays and jacks	
MSDS data sheets and wall mount	
Refrigerator thermometer	
Server/front-of-house aprons	
Serving trays	
Serving utensils	
Shelving and storage area (for storage)	
Small Ice Maker (if offering coffee and/or beverage services for school based enterprise/catering)	(if not accessible through culinary arts program)
Small kitchen area with refrigerator, range, sink and dishwasher for back-of-house activities	(if not accessible through culinary arts program)
Specialty bowls/dishes/platters	
Storage containers (for food, equipment)	
Various To-Go containers, cups, and plasticware	(If offering catering and to-go services through school-based enterprise)
Workbench	
Event Materials and Equipment	
Balloons and helium tank	
Dining and banquet table skirting/liners, runners, and linens	
Event tents (for outdoor events)	
Ladder/step stool	
Reusable event decorations for catering services, banquets and other events (i.e., centerpieces, artificial flowers, lighting, backdrop props, balloon arches, aisle runner, and wall/ceiling decorations, etc.)	

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Recommended Equipment, Materials and Software

Item	Notes
Rolling utility/service cart with shelves	
Rolling whiteboard	
Speaker lectern/podium with microphone	
Technology Equipment and Software	
Calculators	
Computer software (general accounting, word processing, spreadsheet, database)	
Computer software programs with printing, photo editing, and video editing capabilities	
DVD and/or VHS (VCR) Player	
Electronic White Board or Smart Board	
Inventory management tracking system and device (tablet or other handheld device)	
Laminator & Laminating Sheets	
Online subscriptions and software (i.e. AI tools, calendar/planners, program related podcasts/channels/streaming services, graphic design platforms [e.g. Canva], industry experience simulators, inventory management software, reservation systems, etc.)	
Point-of-Sale System (including all necessary accomodating accessories [i.e., handheld devices, cables, wifi access, credit card reader, software, cash box, thermal ticket/receipts printer, etc.])	
Power extention cords and surge protectors	
Printer (color and accommodating digital photo reproduction/copier)	
Printer ink	
Projector- Overhead and/or LCD and screen	
Telephone system	
Television	
Virtual Reality (VR) Set and industry based simulation software	
Voice enhancement system/ Microphone and speaker/ other audio system	
*Must meet the guidelines for specialized computing equipment as outlined on the "CTE Equipment Guidelines" at www.azed.gov/cte/grants	