

Allergen Menu Guide

Dear Team,

As part of our commitment to ensuring a safe dining experience for all our guests, we are implementing a comprehensive allergen menu guide. This document will serve as a training resource for all staff members.

Objectives:

- To familiarize staff with common allergens present in our menu items.
- To ensure staff can effectively communicate allergen information to guests.
- To comply with food safety and health regulations regarding allergens.

Common Allergens:

- Peanuts
- Tree Nuts
- Dairy
- Gluten
- Shellfish
- Eggs
- Fish
- Soy

Action Steps:

1. Review the allergen menu chart provided at training.
2. Complete the allergen awareness quiz by next week.
3. Attend the allergen safety training scheduled for [Date].

Thank you for your attention and commitment to providing a safe environment for our guests.

Sincerely,

[Manager's Name]

[Restaurant Name]