

# CHECKLIST FOR TEMPORARY EVENTS

## FACILITIES

- ▽ Each vendor must have an overhead covering (except for grills and fryers).
- ▽ Potable water from an acceptable source must be accessible for the entire event.
- ▽ If water is obtained from a hose, it must be of food grade quality.
- ▽ Hand washing stations must be set up and properly functioning prior to any food preparation. Soap and paper towels must be provided at handwashing station as well as a bucket to catch the wastewater.
- ▽ Hand sanitizers and gloves are **NOT** a substitute for handwashing.
- ▽ A 3-compartment sink or equivalent must be provided to properly wash, rinse, and sanitize utensils and equipment.
- ▽ Light bulbs must be properly shielded using plastic sleeves and end caps or rubber coated bulbs.
- ▽ Non-chemical fly strips are allowed if properly located away from storage and food preparation areas.
- ▽ Tobacco use and eating are not allowed inside the stand. Drinks must have a lid and straw and be properly located away from food preparation areas.
- ▽ Covered trash receptacles must be provided.
- ▽ Grease, wastewater, and food must be disposed of according to all applicable laws. Wastewater may be disposed of in sanitary sewers but NEVER in storm sewers.

## FOOD HANDLING

- ▽ There is to be no bare hand contact with ready to eat food items. Gloves or utensils must be worn.
- ▽ Only foods requiring limited preparation are allowed.
- ▽ Food, utensils, and single service items must be stored at least 6" off the floor or ground.
- ▽ A thermometer (0° - 220°F) must be provided to monitor food temperatures.
- ▽ All hot foods must be maintained above 135°F.
- ▽ All cold foods must be maintained below 41°F.
- ▽ Do not store food or any other items in ice that will be used for consumption.
- ▽ Foods must be protected from consumer contamination at all times.
- ▽ Food transported from the licensed establishment to the event site shall be maintained above 135°F (hot foods) or below 41°F (cold foods). Foods shall be protected from contamination during transport.
- ▽ All employees must wear hair restraints including hats, nets, visors, or scarves.
- ▽ Employees must wash hands at regular intervals.

## SANITIZING

- ▽ Sanitizer buckets or spray bottles must be available.
- ▽ 2 teaspoons of chlorine bleach to 1 gallon of water = 100 ppm or quaternary ammonia per directions on container.
- ▽ Chemical test strips must be provided to monitor sanitizer strength.