

TEMPORARY FOOD VENDOR CHECKLIST

KEEP THIS AS A REFERENCE TO MAKE SURE YOU MEET THE REQUIREMENTS.

- Check the amount of power you need to operate your equipment and lighting (number of AMPS) and verify with the event organizer that your booth will have that amount of power available. (Generators may be used for electricity.)
- A rented port-a-potty hand sink is recommended for hand washing, but a jug or container (camping cooler) with a tap and toggle switch can be used. A bucket must be provided to catch the wastewater from hand washing. Have on hand paper hand towels and dispensed hand soap for washing and drying hands.
- A tent shall be provided to protect the food service area. Additionally, sneeze guards shall be provided for food service areas readily accessible to patrons.
- All food and non-food items shall be stored 6" off the ground. Dunnage racks or pallets shall be used to keep all supplies off the ground.
- One or more buckets for soaking and rinsing wiping cloths shall be provided. Use bleach in the water for sanitizing cloths at a rate of 50 ppm. Chemical test kits shall be provided to test concentration of sanitizer solution.
- Cleanable garbage containers with lids and bags for garbage disposal in the booth area shall be provided. Cardboard boxes are not allowed.
- Clean aprons or shirts, hats, and adequate hair control for all workers shall be provided.
- potentially hazardous foods at **41°F or below**. **ICE WILL NOT BE ACCEPTED FOR HOLDING POTENTIALLY HAZARDOUS FOODS**. Please contact the Health Department if there are any questions as to what foods are or are not potentially hazardous.
- Electric or propane fired equipment shall be used for holding hot potentially hazardous foods **at 135°F or above**. Sternos are not allowed.
- Probe thermometer for monitoring food temperatures shall be provided. The dial shall have a range of 0° to 220°F. Additional thermometers shall be located inside refrigerators and freezers.
- Dispensers for condiments (individual packets, squeeze bottles, and/or pump dispensers).
- Brooms, oil dry, etc. for booth clean-up during the day and at the end of the day.
- Containers to transport, store, or remove used charcoal and/or fryer grease.
- Single-use disposable gloves shall be provided for handling ready-to-eat foods.
- Water shall be obtained from a commercial source in a commercially-sealed container.
- Ground covering shall be made of concrete, tight wood, asphalt or cleanable platforms or duckboards.
- All foods which will be heated shall be reheated to 165°F within 2 hours. Leftover foods shall be discarded at the end of the business day and shall not be re-served during subsequent days of the temporary event.

SAMPLE Booth Drawing

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DO NOT RETURN THIS DRAWING WITH YOUR APPLICATION.

