

TEMPORARY FOOD SERVICE - REQUIRED CHECKLIST

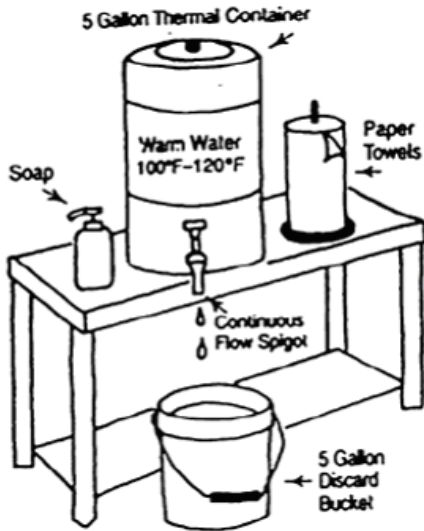
(This form must be POSTED ON SITE at the food service event)

****NO FOOD MAY BE SERVED UNTIL YOU HAVE BEEN INSPECTED AND PERMITTED!****

- Overhead protection required.** Overhead covering shall be provided for all outdoor events, over all food preparation, cooking, and serving areas. Recommend fire retardant overhead covering. Open flame grills must be placed outside the overhead covering to meet Fire Code. Must secure grill to prevent any possible injury of people/children
- Approved flooring required.** Outdoor events must be set up on concrete or asphalt (not on grass or dirt).
- Hand washing station set up must be set up prior to any food related activity.** Hand wash set up: 5 gallon water cooler with a free-flow spigot filled with warm water, pump hand soap, paper towels, and a catch basin for waste water. The hand washing station must be set up in the stand, and accessible at all times. Wash hands frequently! (SEE DIAGRAM)
- Three Bucket Wash Setup must be set up prior to any food-handling related activity.** (1) bucket hot, soapy water, (1) bucket hot, clear, clean water, (1) bucket sanitizer (leave equipment inside for at least one minute). 1 gallon cool water + 1 teaspoon bleach = Sanitizer. Use test strips to check that the concentration is 50 – 100 ppm. Wiping cloths should be stored in the sanitizer, and thermometers and utensils should be sanitized prior to use. (SEE DIAGRAM)
- Hair restraints required.** All persons handling food must wear a cap, hat, hair net, visor, or scarf.
- Calibrated Stem Thermometer required with the temperature range from below 41 °F to above 165 °F** when serving potentially hazardous foods. Stem thermometers must be used to check the temperatures of foods.
- Potentially Hazardous Foods** (meats, dairy, pasta, rice, baked potatoes, cut melons, etc.) must be held **hot** at **135°F** or more **or** must be held **cold** at or below **41°F**. **Reheated foods** must be heated to an internal temperature of **165°F**.
**Potentially hazardous foods not properly cooked or kept at proper temperatures may be destroyed by Consumer Health.
- Food Equipment must be approved.** Potentially hazardous foods (PHFs) must be held hot in commercial-grade warmers, on propane gas grills, or other approved unit. Hold cold PHFs in ice chests or in refrigerators. **Crock pots, sterno, roasters, and smokers are not approved.**
- Fire Extinguisher is required** if any heating is done on site.
- All food products shall be shielded or covered** to protect from contamination. Use lids, covers, or sneeze guards.
- Pre-packaged condiments only.** Individual mustard, ketchup, etc. packets are allowed; no public-controlled squeeze bottles.
- No bare hand contact with food.** Servers must use gloves, tongs, spoons, spatulas, or deli paper to handle food.
- Wash hands frequently.** All persons handling food must wash their hands frequently. Gloves and hand sanitizer are NOT a substitute for hand washing. Wash hands upon entering the stand! Wash hands before putting on clean gloves!
- Limited food preparation only.** Only limited food preparation such as seasoning and cooking may occur on site; all other food preparation shall be conducted in a licensed establishment prior to the event.
- Ice used to chill food and drinks should never be used for consumption.** As ice melts, drain water from the cooler to prevent cross-contamination into sanitary sewer. Never drop bags of ice on the ground to break up ice.
- Adequate lighting is required** under the overhead covering for any outside evening events. Shatterproof or shielded bulbs are highly recommended.
- A trash can is required, and properly dispose of waste.** No grease, waste water, or food debris may be dumped in storm sewers, ditches, or onto the ground. Properly dispose of wastes in the garbage or sanitary sewer.
- No eating, drinking, chewing gum or tobacco use in the stand.**
- Children under 16 may not serve food or drinks.**
- NO HOME PREPARED FOODS CAN BE SOLD, SERVED, OR OFFERED TO THE PUBLIC.**

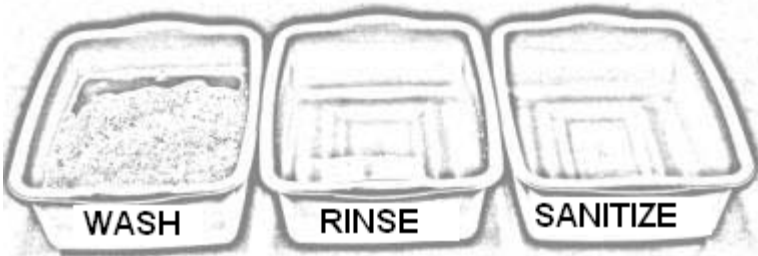
Failure to meet any of the above requirements may result in permit revocation (CLOSURE)

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EXAMPLE OF HAND WASHING STATION SETUP

(5 gallon container full of hot water with spigot, soap, paper towels, and a catch bucket – WASH HANDS OFTEN!)



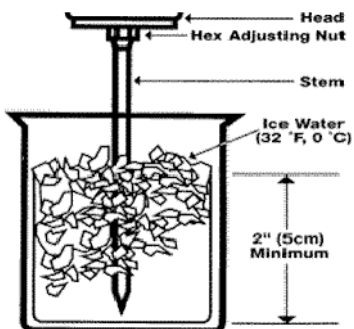
THREE BUCKET WASH SETUP -

WASH (hot, soapy water), RINSE (clean, clear water), SANITIZE (1 teaspoon bleach + 1 gallon cool water), & AIR DRY



(WARMER)

EXAMPLE OF AN APPROVED, COMMERCIAL-GRADE HOT HOLDING UNIT



CALIBRATION OF STEM THERMOMETER

Fill cup with ice water, allow thermometer to stand 1- 2 minutes, adjust dial under head to read 32°F (must read 32°F in ice water)