

DIVISION OF ENVIRONMENTAL FIELD SERVICES
REQUIREMENTS FOR TEMPORARY FOOD SERVICE OPERATIONS

- A. Food Protection – all food items must be properly protected from contamination at all times:
1. All booths/food service areas must have overhead protection canopy, tarp, tent, etcetera. If the wind presents a contamination hazard, then side protection/barriers may be required.
 2. All cooking, heating, and hot-holding equipment must be located away from the public for safety.
 3. No food may be displayed without being wrapped or enclosed by a properly designed sneeze guard.
 4. Condiments for patron self-service must be dispensed from an approved dispensing unit, or be single-service portions.
 5. Equipment must be provided for proper storage of all food, ice, and food-related items off the ground at all times.
 6. On-site food preparation must be done away from the patrons to prevent contamination.
 7. All food items must be transported, stored, and served using food-grade, approved containers, utensils, and equipment. All food containers for refrigerated food items must be sized to be shallow in depth – not more than 2 inches deep.
- B. Cleanliness – all equipment, utensils, personnel, and area must be kept clean at all times:
1. Refuse containers must be provided for the operation, and for patrons.
 2. Handwashing facilities must be provided when food is being prepared. Provide a dispenser of water with a catch basin, dispenser of soap (no bar soap) and single service towels. Pre-packaged towelettes are acceptable only when prior approval has been obtained for non-food preparation operations.
 3. Extra food handling utensils must be brought if approved equipment washing facilities are not provided.
- C. Temperature Requirements – all food items must be held at proper temperatures at all times during food preparation, handling, storage, and display:
1. Forty-five degrees Fahrenheit (45°F) or below for refrigerated (cold) perishable food items.
 2. Zero degrees Fahrenheit (0°F) or below for frozen foods.
 3. One hundred forty degrees Fahrenheit (140°F) or above for hot food items.

4. A proper thermometer must be provided to test the temperatures of the food items.

D. Ice – the use of block ice is not approved. All ice must be from an approved source and properly stored and used:

1. Refrigeration units (coolers, cans, bins) must be continuously self-draining to an appropriate wastewater-holding unit and drain so that no water accumulates in the refrigeration unit.
2. Ice used for cooling food or beverages may not be used for human consumption. Appropriate scoops/utensils must be provided for dispensing customers' ice.

Indicate the method(s) of protecting the food/drink items from contamination at the event site: Note that overhead protection must be provided, usually in the form of a canopy, umbrella, tarp, or enclosure, for your entire food-service operation.

Type of Protection Needed	Equipment or Method
Overhead	
Food/Drink Items Off the Ground	
Food Displayed, Wrapped, Covered or Protected by a Sneeze-Guard	
Food/Drink Items Not Accessible to Customers	

What handwashing facilities are provided? _____

Indicate the number, size, and location of the refuse/trash containers you will be providing:

Indicate the location for the preparation of the food/drink items:

Preparation Location	Food/Drink Items
<input type="checkbox"/> On Site – Raw ingredients mixed, assembled, or cooked at event site.	
<input type="checkbox"/> At Establishment/Home	
<input type="checkbox"/> Purchased already commercially prepared requiring further handling.	
<input type="checkbox"/> Prepackaged	

Indicate the method(s) for maintaining proper food/drink item temperatures during storage, transport, preparation, and display. Food/drink items that spoil easily must be held at temperatures below 45 degrees Fahrenheit (45°F), or above 140 degrees Fahrenheit (140°F) at all times.

Refrigeration equipment includes mechanical refrigerators, and insulated containers such as ice chests/coolers. Cold sources include electricity, dry ice, ice packs, and drained wet ice. Drained wet ice means that the container will continuously drain the water that accumulates from the melting ice to a water storage container.

Heating equipment includes grills, ovens, stoves, and units to keep hot food hot such as chafing dishes. Heat sources—fuel—include charcoal, gas (propane), sterno, and electricity.

Food/Drink Items	Refrigeration/ Heating Equipment Type	Cold or Heat Source - Fuel	Equipment Size	# of Units

Indicate the method(s) of customer protection from the cooking/heating equipment through proper location of equipment, or through barriers:

Indicate the use of any leftover food after the event:

On a separate piece of paper sketch a diagram of your booth/setup showing the location of all equipment, and food/drink items.