



Temporary Food Event Vendor Checklist

Permit

- All food vendors/samplers** should check with WCCHD about the requirement for a permit or inspection.
- Temporary Food Event (TFE) Permit Application:** submitted; paid for; approved; and received permit.
- TFE Applications** must be submitted by noon, of the last business day, prior to the event
- All TFE vendors are responsible for meeting the **TFE Requirements** of WCCHD.

Personnel

- Handwashing-** Provide a two-gallon or larger insulated container with a faucet type (**not push button**) spigot for warm water, along with a catch basin, soap, and dispensed paper towels for convenient handwashing. *See Picture
- Health-** Make sure that anyone working your booth has no open cuts or sores or vomiting, diarrhea or intestinal illness.
- Hygiene-** Assure that all workers are wearing clean clothes and hair restraints.

Cleaning

- Dishwashing-**A minimum of three basins are required to wash, rinse, and sanitize dishes/utensils. Basin size must accommodate largest item. Utensils/Equipment used continuously must be washed, rinsed and sanitized every 4 hours.
- Bleach-**Household bleach or other approved sanitizer must be provided for dishwashing sanitization and wiping cloths in lukewarm water. Recommend that test strips be available to test the strength of the sanitizer.
- Wiping Cloths-**Wiping cloths must be rinsed frequently and stored in a clean 50-100 ppm chlorine solution anytime they are not in use.

Food & Utensil Storage & Handling

- Food Preparation-**Cooking and serving areas must be protected from contamination by covering or segregation. Utensils such as tongs, tissues, ladles or **gloves** must be used. **No bare hand contact with ready to eat foods.**
- Food Transport-**Foods, food contact surfaces, and food equipment must be protected from contamination during transport. Foods transported to events must maintain cold/hot holding temperatures.
- Dry Storage-**Store all food, equipment, utensils and single-service items above the floor on pallets or shelving.
- Cold Storage-**All cold holding equipment must keep potentially hazardous foods at **41°F or lower.**
- Hot Storage-**Hot food storage units must keep potentially hazardous foods at **135°F or higher.**
- Thermometers-** All cold holding equipment must have a thermometer. A metal stem thermometer must be provided where necessary to check the internal temperatures of both hot and cold food.
- Food Display-**All food must be protected from customers by lids, wrapping, sneeze guards or other effective barriers.
- Food Source-**All food must come from approved, inspected sources, no home-prepared or home-canned food.

Water Supply

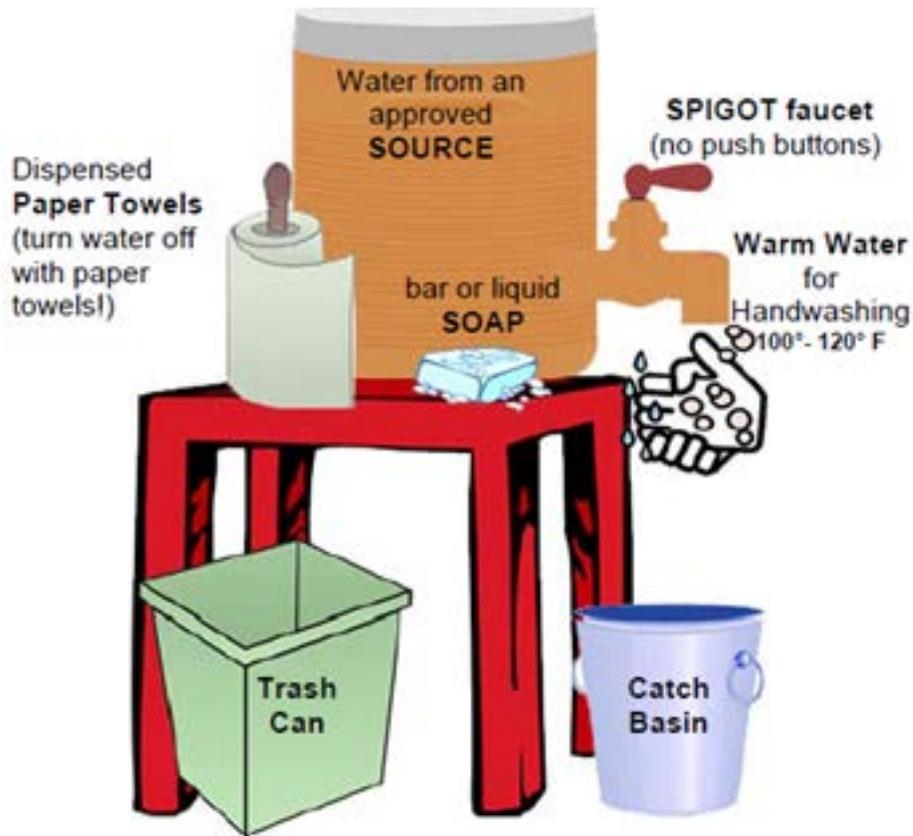
- Water Supply-**An adequate supply of **potable** water shall be on site and obtained from an approved source. Hoses must be Food-Grade.
- Wastewater Disposal-**Wastewater must be disposed in an approved wastewater disposal system.

Booth

- Overhead Protection-** Booth should have overhead protection to protect food from the environment.
- Counter/Shelving-** All food preparation surfaces must be smooth, easily cleanable, durable, and non-porous.
- Garbage-**An adequate number of cleanable containers must be provided inside and outside (covered) the booth.
- Personal Items-**Personal items shall be stored away from food preparation areas, food service, & dishwashing areas.

Handwashing Set-up

2 gallon minimum thermal container filled with warm water, from an approved source. Must have spigot faucet, (no push button) for hands-free flowing water. Soap and paper towels available. Catch bucket for wastewater.



Dishwashing set-up

3 basins for Wash/Rinse/Sanitize procedures.
Chlorine Bleach for Sanitizing.
Test Strips for testing sanitizer levels recommended.
(50-100ppm Chlorine).

