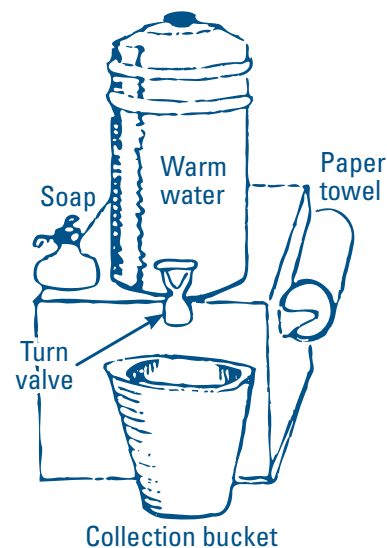


Special event vendor checklist

Hand washing

- Warm running water in a food grade container. Container must have a turn valve that allows water to flow freely for hands to be washed at the same time (Water must be clean and drinkable)
 - Liquid soap in dispenser
 - Paper towels in a dispenser
 - Collection bucket for waste water
 - Garbage can
 - One hand wash station for each food preparation area
- *Hand sanitizer is not acceptable*



Safe food handling

- Adequate refrigeration/thermal container with ice at a temperature of 4°C (40°F) or colder
- Adequate hot holding at a temperature of 60°C (140°F) or hotter
- Probe thermometer for taking internal food temperatures
- Alcohol swabs for wiping probe thermometer between uses
- Storage thermometer for each unit holding food hot or cold
- Materials for properly covering foods (e.g. plastic wrap, foil, lids)
- Provisions to store food off the ground
- Separate cutting boards and utensils for raw and cooked foods
- Back-up supply of clean utensils
- Disposable utensils for patrons (i.e. napkins, forks/spoons, plates)

All foods served at special events must be prepared in a licensed and inspected kitchen. Certified food handler must be present where foods are being prepared.

Sanitation

- Sanitizing solution available in buckets or spray bottles (bleach/chlorine OR quaternary ammonium)
- Test strips to check concentration of sanitizing solution
- Supply of clean wiping cloths
- Garbage container with a lid big enough to handle all the waste
- If dishwashing at event: discuss requirements with inspector beforehand
- Appropriate waste water disposal (bathroom facility, holding tank, utility sink)

Personal hygiene

- Hair covering/restraint (i.e. hairnet, cap, tied back)
- Clean outer clothing/aprons
- Food handlers are in good health
- If using gloves – food handlers are educated on proper use
- Dedicated roles
- Minimize direct hand contact with food through use of utensils