

Temporary Food Establishment Quick Reference Checklist



Post a copy of this checklist in your food booth and use it to ensure that you are ready for inspection by the time specified on your permit application. Failure to set-up properly may result in denial of the health permit to operate or limiting the types of foods that may be served.

_____ A person in charge must always be available at the booth while in operation.

_____ All foods must be obtained from approved sources and prepared at the booth the day of the event OR in a permitted food establishment.

- **DO NOT STORE/PREPARE FOOD AT HOME.**
- Receipts must be provided upon our request.

_____ A readily accessible (<10' away) hand wash station is required at each booth. This includes a portable sink or gravity fed hot water (90-110°F) dispenser (minimum 5 gal supply & preferably hands-free), dispensing liquid soap and disposable paper towels, a trash can and waste water catch container.

- There shall be NO bare hand contact with any ready-to-eat foods.
- Glove use and hand sanitizers DO NOT substitute for hand washing.
- Wash hands often.



_____ Foods must be at the proper temperature. A calibrated metal stem (scaled 0-220°F) or digital thermometer must be on site to check food temperatures often.

- Cold holding = 41°F or colder.
- Hot holding = 135°F or hotter.
- See chart for cooking temperatures.
- Thawing can be done in a cooler (keeping the food at or below 41°F) or as part of the cooking process. Do not leave food outside to thaw.



_____ A sanitizer bucket with wiping cloths must be provided (for sanitizing your food contact surfaces) at all times. Test strips must be available to test sanitizer concentration.

- Bleach solution = 50-100ppm.
- Quaternary ammonia "Quat" = 200ppm or per manufacturer's recommendation.



_____ Avoid contamination of food, equipment and single-service items.

- Store them 6" off the ground.
- Provide overhead protection where applicable.
- Use separate utensils for raw animal product and cooked/ready-to-eat products.
- Switch out or wash-rinse-sanitize utensils every four hours.
- Store drinks, personal items and chemicals away from food and food contact surfaces.
- Exclude children, animals and ill workers from the food booth.
- No eating or smoking in the food area.

_____ Thirty five foot-candles of light are required.

_____ Dispose of solid & liquid waste properly as needed.

- Wastewater must be disposed into an approved sewer or holding tank.

_____ Signage

- If serving liquor, appropriate health warning signage for drinking while pregnant must be posted.
- If serving raw or undercooked animal product, a consumer advisory must be posted.

Cooking temps	minimum
Hamburger	155°F
Chicken, Poultry	165°F
Seafood, Fish	145°F
Whole meats	155°F

For the complete section of regulations, see [Chapter 15](#) - Special Events & Temporary Food Establishments of the SNHD 2010 Regulations Governing the Sanitation of Food Establishments. If you have any questions, call (702) 759-0588.