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## TEMPORARY FOOD FACILITY REQUIREMENTS

### General Requirements

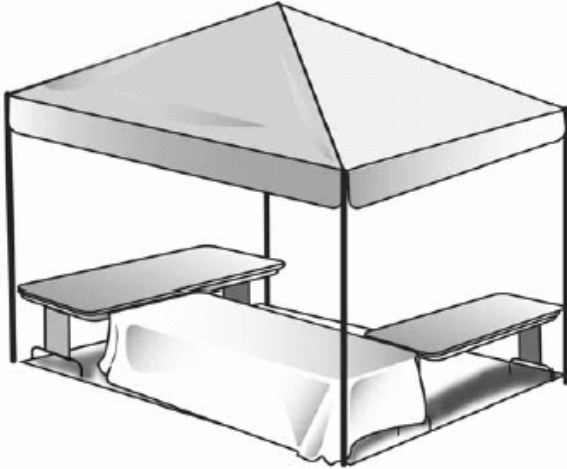
- A. A permit to operate is required by the California Health and Safety Code prior to selling, giving away, or sampling of food to the public from any temporary food facility.
- B. Payment of the appropriate fee is required for all temporary food sales prior to opening for business. (See application for fee schedule or call our office with billing questions)
- C. Submit a completed "Temporary Event Food Vendor Application" to Environmental Health at least two weeks prior to the event.
  - To be eligible for the discounted fee, vendor applications should be submitted to the Event Coordinator **one month** in advance. The Coordinator can then submit the applications and a single check to Environmental Health.
  - Applications missing supporting documentation or not providing requested information will be rejected.
  - Applications not sent through an Event Coordinator will pay the regular Temporary Event Fee.
  - Applications received less than two weeks before the event may be rejected or be charged an additional hourly fee to cover the cost of last minute processing of the paperwork.
  - No applications will be accepted the day prior to the event.
  - Food Vendors found operating without approval of Environmental Health on the day of the event will be charged three times the permit fee or requested to close.
- D. Check with local Fire Department for fire code requirements.
- E. All temporary food facilities must comply with applicable requirements of the California Uniform Retail Food Facility Law (CURFFL). Violations of health codes, or conditions of the permit, may result in the booth being closed until corrections are made and/or legal action taken by the local enforcement agency.

### Food Booths

- A. Food booths must be entirely enclosed with four complete sides, a top, and a cleanable Floor surface (paved surfaces are acceptable). Booths operating on grass or dirt must Use plywood, tarp or similar materials for floor surfaces.
- B. The name, address & phone number shall be posted for patrons on or at each booth and be at least 3" high.

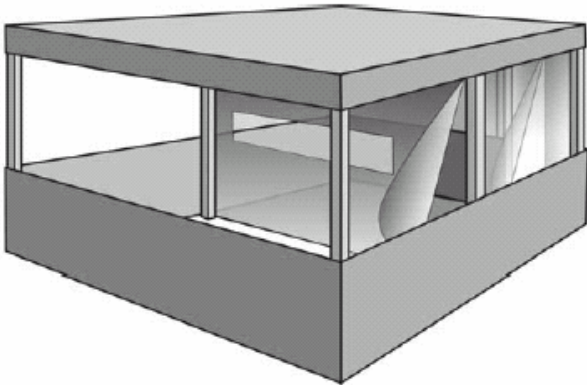
## Examples of Food Booths

**NOTE:** The only operations not requiring enclosed food booths are those that sell food items that have been prepackaged at an approved kitchen or by a wholesale supplier prior to the event.



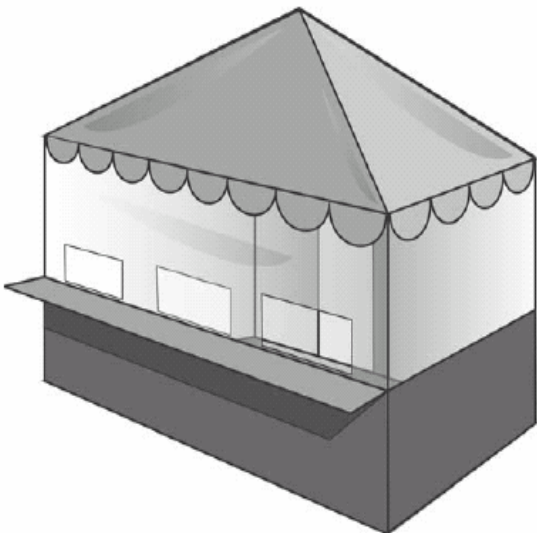
### PACKAGED FOOD BOOTH:

- ❑ Fully wrapped food items prepared in an approved food facility.
- ❑ Serving of beverages from approved dispensers



### "50/50" FOOD BOOTH:

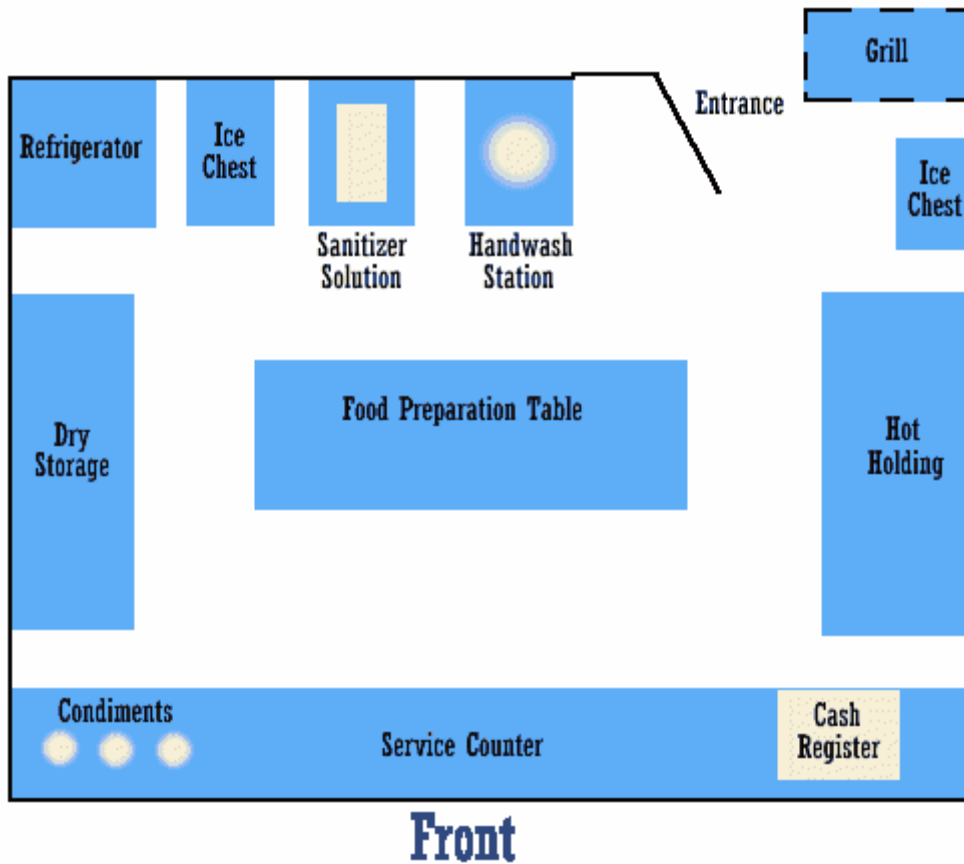
- ❑ Fully enclosed rear section for food preparation.
- ❑ Open front section for
  - Service of fully wrapped food items prepared in the rear.
  - Serving of beverages from approved dispensers



### FULLY ENCLOSED FOOD BOOTH (may also have a flat roof and alternate openings in front)

For Food Preparation and Service

**Sample: Work Areas inside Booth**



**Food Handling Requirements**

A. All food handling and preparation shall take place in the booth unless approval of a different preparation site has been obtained from Environmental Health Services.

***Food Prepared or Stored at Home is Prohibited.***

B. Temperature Control: Shall be provided for potentially hazardous foods: (see Appendix A & B)

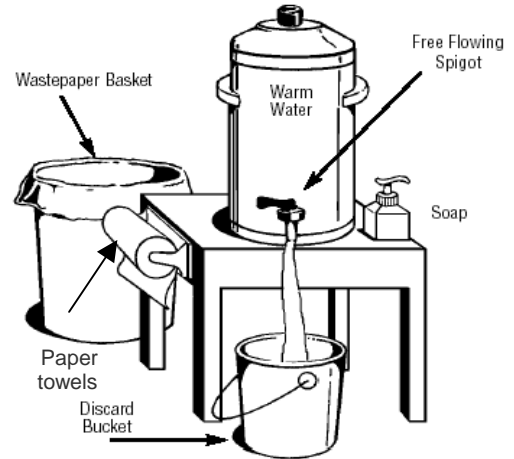
1. Cold Food: Maintain temperature of 45° Fahrenheit or below.
2. Hot Food: Maintain food temperature of 140° Fahrenheit or above.
3. Transportation: During food transport to the booth, you must maintain the required temperatures and keep food protected from contamination.

Notes:

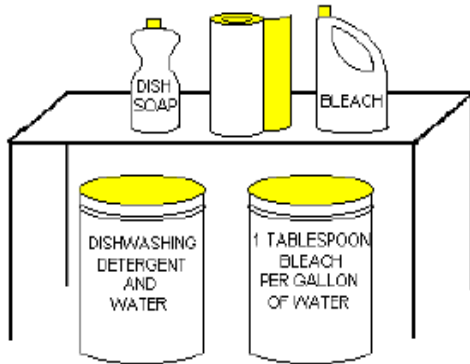
- (a) It is recommended that Sterno not be used to hot hold potentially hazardous foods at “outdoor temporary events”. Pressurized gas or electric units are suggested alternatives.
- (b) BBQ’s & other heat producing equipment must be blocked off to prevent injury to the public.

- C. Thermometer: A properly calibrated metal-stem type thermometer (minimum 0-220°F range) is required at each booth. Hot holding, cold holding, and cooking temperatures need to be monitored throughout the event to verify code compliance and protect the public. Food temperature logs and knowledge of how to calibrate a thermometer are suggested (see Appendix A and B)

Hand wash Station: Each booth should have an insulated container with a spigot for hands-free washing, warm water, a catch bucket as large as the water supply container, pump soap dispenser, and paper towels. A minimum of 5 gallons of water should be available in the booth for hand washing each day.



- D. Utensil / Equipment Cleaning & Sanitizing:



Booths with food preparation require two clean (5) gallon containers (or size to fit your largest utensil) for the cleaning of equipment and utensils. A third may be required for general cleaning purposes. One container shall contain soapy water and the other a bleach/water solution.

Booths with food preparation require 2 containers of bleach solution, one for sanitizing/storing of in-use wiping cloths, and one for utensils. The sanitizer should consist of 100ppm chlorine (approximately 1 tablespoon of liquid bleach per gallon of water) or other sanitizers approved by Environmental Health.

*Alternate method: Single use paper towels permeated with approved sanitizer solution and designed for use in kitchens (such as Clorox wipes) may be used to sanitize food contact surfaces and utensils.*

- E. Additional Facilities: Additional facilities may be required for the washing of fruits and vegetables prior to preparation. Fruits and vegetables intended for preparation and consumption shall be washed, or cleaned of any soil or other material by washing with potable water so that it is wholesome and safe for eating.
- F. Water: An adequate supply of potable (safe for drinking) water shall be provided for utensil washing and hand washing. The water supply shall be from a source approved by the enforcement agency. Ask your Event Coordinator if you should purchase water at the store.

- G. Food preparation surfaces must be smooth, easily cleanable and non-absorbent (commercial cutting boards are recommended).
- H. Waste Water: Water and other liquid wastes, including waste from ice bins and beverage-dispensing units must be contained in or drained into a leak-proof container. Liquid waste must be disposed of into an approved sewage system or holding tank and not poured into a storm drain or onto the ground. Ask event coordinator for disposal location.
- I. Food Protection: All food, beverages, equipment and utensils, shall be protected at all times from unnecessary handling and shall be stored, displayed and served so as to be protected from contamination. Food & food packaging materials (i.e. cups, lids, etc.) must be stored off of the ground.
- J. Condiment containers accessible to the public shall be the pump type or have self-closing or hinged covers for protection. Single service packets are recommended.
- K. Food Handlers must be in good health and shall wash their hands prior to the start of food preparation and especially after visiting the restroom. Clean outer garments and hair restrained must be worn. Sanitary food handling techniques must be used at all times. Whenever practical, food handlers shall use tongs, paper wrappers, or single-use gloves.
- L. Toilet with hand washing facilities must be provided within 200 feet of all temporary food facilities. This requirement is in addition to individual hand wash stations at each booth.
- M. Live animals, birds or fowl are not permitted on temporary food facilities.
- N. Ice used for refrigerating goods cannot be used for consumption.
- O. Smoking and eating are prohibited in food booths.
- P. An adequate number of leak-proof and fly-proof garbage containers shall be provided and serviced as needed. Plastic garbage bags are recommended in each booth.

### **Food Sampling Booths**

Vendors who provide samples of any food item (i.e. jelly, honey, salsa, olive oil, etc.) must meet all temporary food event requirements listed in this document, including the following:

- No public self-service or direct hand contact of food is allowed.
- Individually wrapped or pre-portioned servings of food items are required.
- Food samples must be kept behind counter area or protected by sneeze guard.
- A temporary hand wash facility must be located in booths that prepare and/or dispense open food items (see page 4, item D).
- A method of sanitizing utensils is available in the booth (see page 4, item E).

### **Beverage/Ice Dispensing in Booths**

Vendors who dispense beverages (soda, beer, wine, etc.) must meet the Temporary Event Hand Wash Requirement (page 4, item D). If ice scoops or other utensils are used, a sanitizing container (page 4, item E) must also be provided.



## Appendix B

How to calibrate a thermometer:

### Ice Point Method:

- Fill a large glass with crushed ice. Add clean tap water until the glass is full and stir well.
- Put the thermometer stem or probe in the ice water mixture so that the entire sensing area is submerged. Do not let the stem of the thermometer or probe touch the sides or bottom of the glass. Wait at least 30 seconds or until indicator stops moving.
- With the stem of the thermometer or probe still in the ice water mixture, use a wrench to turn the adjusting hex nut until the thermometer reads 32°F (0°C). If calibrating a digital thermometer, press the reset button to automatically calibrate the thermometer.

