

Temporary Food Service Checklist

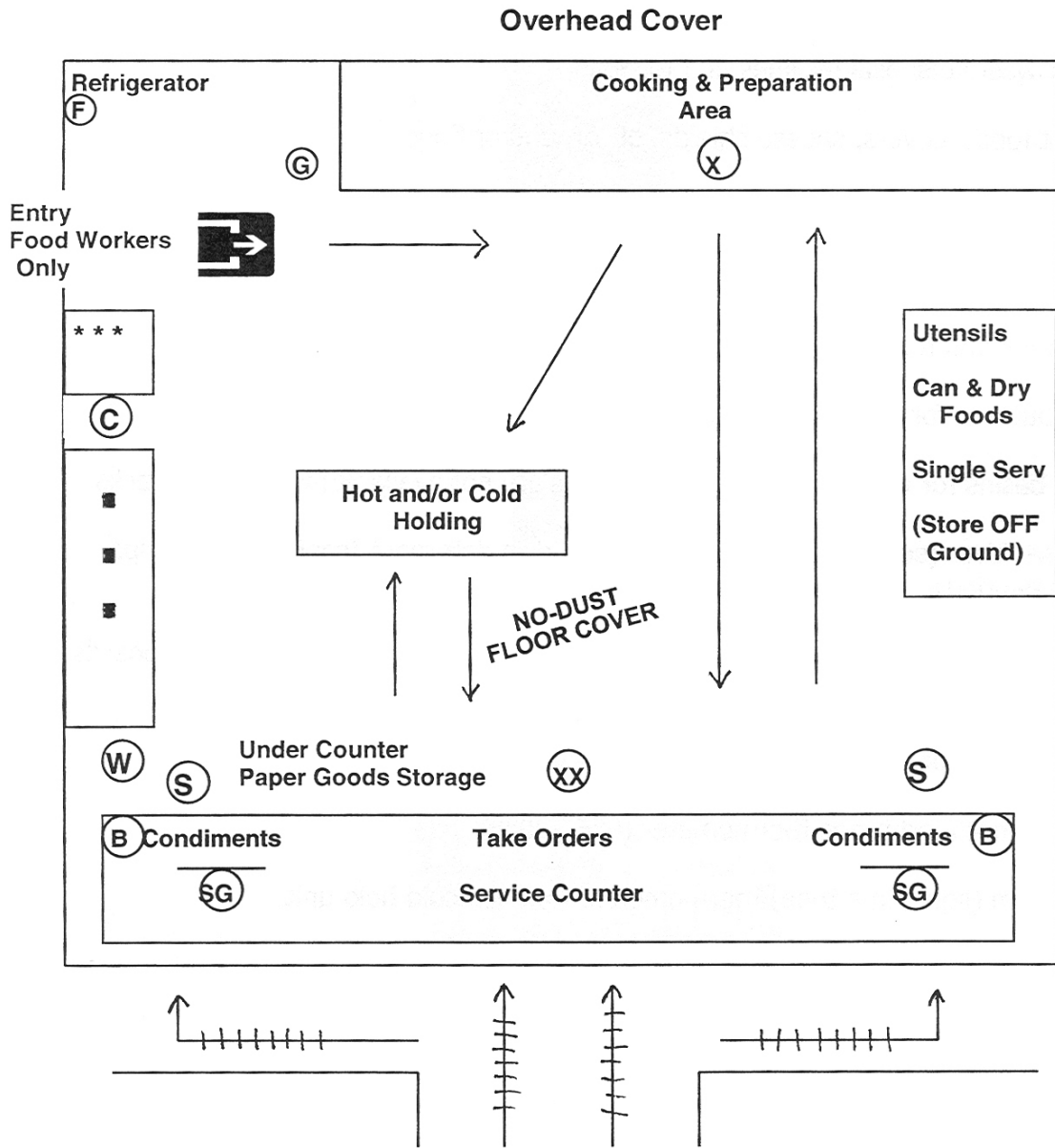
- _____ Obtain and submit a completed Temporary Restaurant Application with the proper fee to Benton County Environmental Health (10 days before event or late fee will be charged).
- _____ For Benevolent (non-profit) organizations please provide a copy of your Letter of Determination showing Federal Tax exempt status, along with your application and payment.
- _____ At least one food employee must have a valid Food Handler card and be present during all hours of operation.
- _____ Must have proper hand washing facilities. Flowing warm water at least 90°F (minimum 5 gallon container with turn-spout), soap, paper towels and waste receptacle.
- _____ No smoking, eating, or drinking in food booth.
- _____ No ill food workers should be present.
- _____ Must have proper waste disposal facilities and toilets.
- _____ Must have adequate cooking facilities.
- _____ Must have adequate hot/cold holding facilities (extra power, fuel, ice, insulated transport units).
- _____ Use proper ice and food scoops with handles.
- _____ Have extra buckets for fresh and waste water transport.
- _____ Have extra sanitizer (such as chlorine bleach) and dish detergent (sanitizer test strips recommended).
- _____ Use cutting boards and work surfaces smooth and cleanable (hardwood cutting boards can be used, plastic covered tables).
- _____ Extra utensils provided (properly cleaned).
- _____ Have an accurate hot food probe thermometer (0°F-220°F)
- _____ Have a spirit stem (liquid in a tube) thermometers for each cold hold unit.
- _____ At least one container for wipe cloth sanitize solution.
- _____ Non-absorbent garbage container for booth (extra liners).
- _____ Floor and overhead coverings for outdoor events as needed (fly screens or covers).
- _____ Food worker cards for each duty supervisor.



BOOTH DIAGRAM EXAMPLE

*** Hand-washing facility (soap, 5 gal container, paper towels, waste receptacle)

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|-------|--------------------|----|--------------------------|
| → | Food Flow | C | Cleaning supply storage |
| ⇨⇨⇨ | Crowd Flow | B | Sanitize for wipe cloths |
| G | Garbage Containers | S | Servers |
| ■ ■ ■ | Utensil Washing | XX | Order & Cashier |
| W | Extra Water | X | Cook & Prep |
| F | Fire Extinguisher | SG | Sneeze Shield Guards |



This sample is generic- the diagram of your operation should differ as needed.

