



## TOWN OF PROSPER TEMPORARY FOOD PERMIT VENDOR CHECKLIST

**PLEASE READ THIS DOCUMENT VERY CAREFULLY. ALL FOOD HANDLERS ON-SITE MUST READ AND SIGN THIS DOCUMENT. KEEP THIS FORM WITH YOUR HEALTH PERMIT AT ALL TIMES.**

EVENT NAME _____	DATE _____
VENDOR NAME _____	

### PERMIT

- Obtain a Temporary Food Permit. **If you or your organization is offering food and/or beverage for consumption to the general public in conjunction with a special event or celebration, then a temporary food permit must be visibly displayed at each food booth.**

### FOOD

- Raw meat, poultry and other foods are obtained from an acceptable government regulated approved source and is in sound, clean, and safe conditions.
- Ice is dispensed by an automatic dispenser or by a food handler using a clean, approved scoop.
- Home canned, home cooked and/or home prepared foods are not allowed.
- Packaged foods are stored in sealed container with an appropriate label.
- Menu items are approved by the Regulatory Authority.

### FOOD PROTECTION

- Cold food is held at an internal temperature of 41°F or below. Hot food is held at an internal temperature greater than 140°F or above.** Ground beef is cooked to a minimum internal temperature of 155°F for at least 20 seconds.
- Foods that are time and temperature controlled for safety (TCS) are transported on-site via holding units (i.e. cambro, ice chest...etc.).
- A sneeze guard(s) (i.e. plastic wrap, foil, lids, or a plastic barrier) are available to protect food from airborne contaminants such as dust, debris, sneezing, coughing...etc.**
- Slicing, dicing, and/or cutting of food products will be completed at an off-site location as approved by the Regulatory Authority.
- Foods served at the event are those menu items which are fast cooking such as pre-formed hamburger patties; beef/chicken fajitas; sausage and hot dogs are allowed to be cooked on-site from their raw state.
- Thawing of meats is allowed ONLY when cooked directly from the frozen state.
- Foods, including ice, are kept off floor, stored covered, and protected.
- Ready to eat foods are handled with tongs, gloves, or non-wood utensils.**
- Ice (used for consumption or used to cool beverages) is stored in a basin and is continually drained to prevent submergence of containers into melted ice or stored in a freezer. Food may not be directly stored on ice.
- Styrofoam storage food containers are not allowed unless for bottled beverages.
- Condiments shall be dispensed from single service packages or dispensers.
- All food transport vehicles will be covered, protected, and will hold proper holding temperature.

### PERSONNEL

- One person with a food handler card shall be on site during the event at all times**
- Food handlers will wear clean clothes.**
- Suitable hair restraints will be worn (hat, hairnet...etc.).**
- Food workers may not eat, drink, chew gum, or use tobacco products in food preparation areas. Eating, drinking and smoking must be confined to designated areas away from food.**

- ❑ Infected, infectious employees and those with open wounds on hands or forearms are not handling food or beverage.
- ❑ Perform visual hand check to ensure food workers are not wearing jewelry on the hands nor on the arms; fingernails must be closely trimmed and maintained; sculptured/painted finger nails are not permissible for the food worker.
- ❑ Animals must remain outside of the food booth and areas adjacent to food booth.
- ❑ Employees must have access to restroom facilities. Each facility is equipped with toilet, toilet fixtures, and an approved hand washing station.
- ❑ Convenient hand washing facility shall be available within the food booth. State law requires an insulated container with a spigot that can be turned on to allow potable, clean, warm water to “flow” for hand washing. Provide use of a wastewater container, soap, disposable towels and waste receptacle. Disposable gloves are not a substitute for proper, frequent hand washing.
- ❑ Food handling personnel must wash their hands frequently to maintain clean hands.

**BOOTH REQUIREMENTS**

- ❑ The floor must be constructed of concrete, asphalt, tight wood or other cleanable material. It is recommended at the food booths be located on the concrete. The ceiling must be made of wood, canvas, or other similar materials that protect the interior of the establishment from the weather.

**EQUIPMENT & UTENSILS**

- ❑ Utensils clean, surfaces clean.
- ❑ The three compartment sink is set up as the following:  

<b>WASH-1<sup>ST</sup> BASIN</b>	<b>RINSE-2<sup>ND</sup> BASIN</b>	<b>SANITIZE-3<sup>RD</sup> BASIN</b>
(soap + warm water)	(clean and clear water)	(sanitizer water) 50ppm-Chlorine or 200ppm-Quaternary Ammonia
- ❑ Test strips or a test kit that accurately measures the parts per million (ppm) concentration of the sanitizer solution must be provided, available, and used.
- ❑ Clean wiping cloths are stored in proper strength sanitization (50ppm-Chlorine, 200ppm-Quaternary Ammonia).
- ❑ Screening when required by the Regulatory Authority must be 16 mesh per inch and provide food protection.

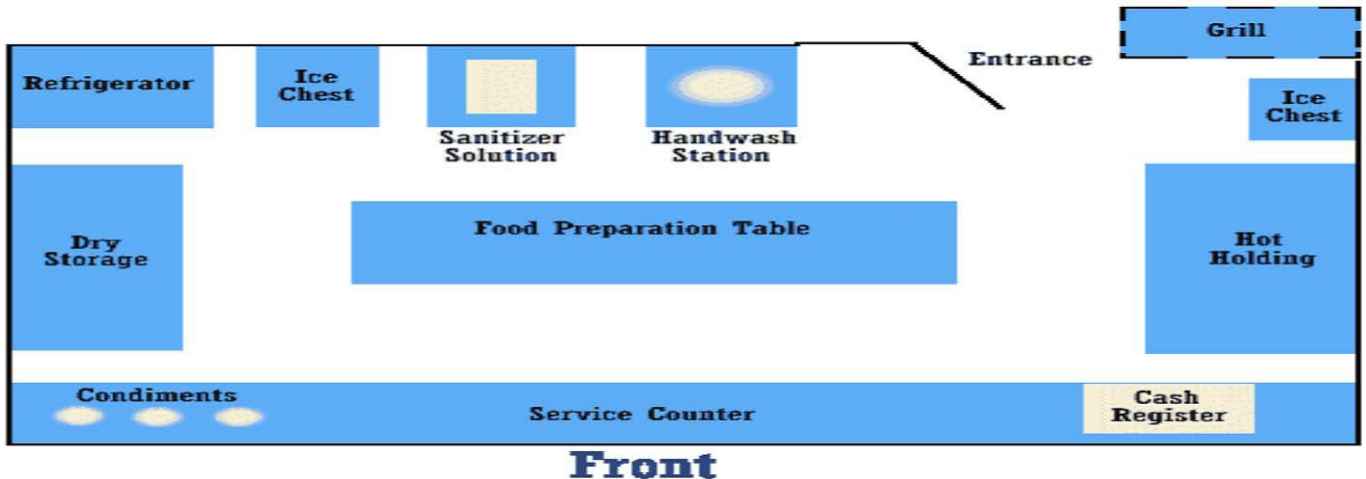
*I have read, understand and agree to comply with the Temporary Food Service Guidelines set forth by the State of Texas Food Establishment Rules and Town of Prosper Health and Code Division. I am aware that the regulatory authority may establish additional requirements as necessary, to ensure that foods sold or sampled to consumers are safe and of sanitary quality. The Town of Prosper Health and Code Division will limit the number of potentially hazardous foods or disallow these foods as needed on-site.*

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

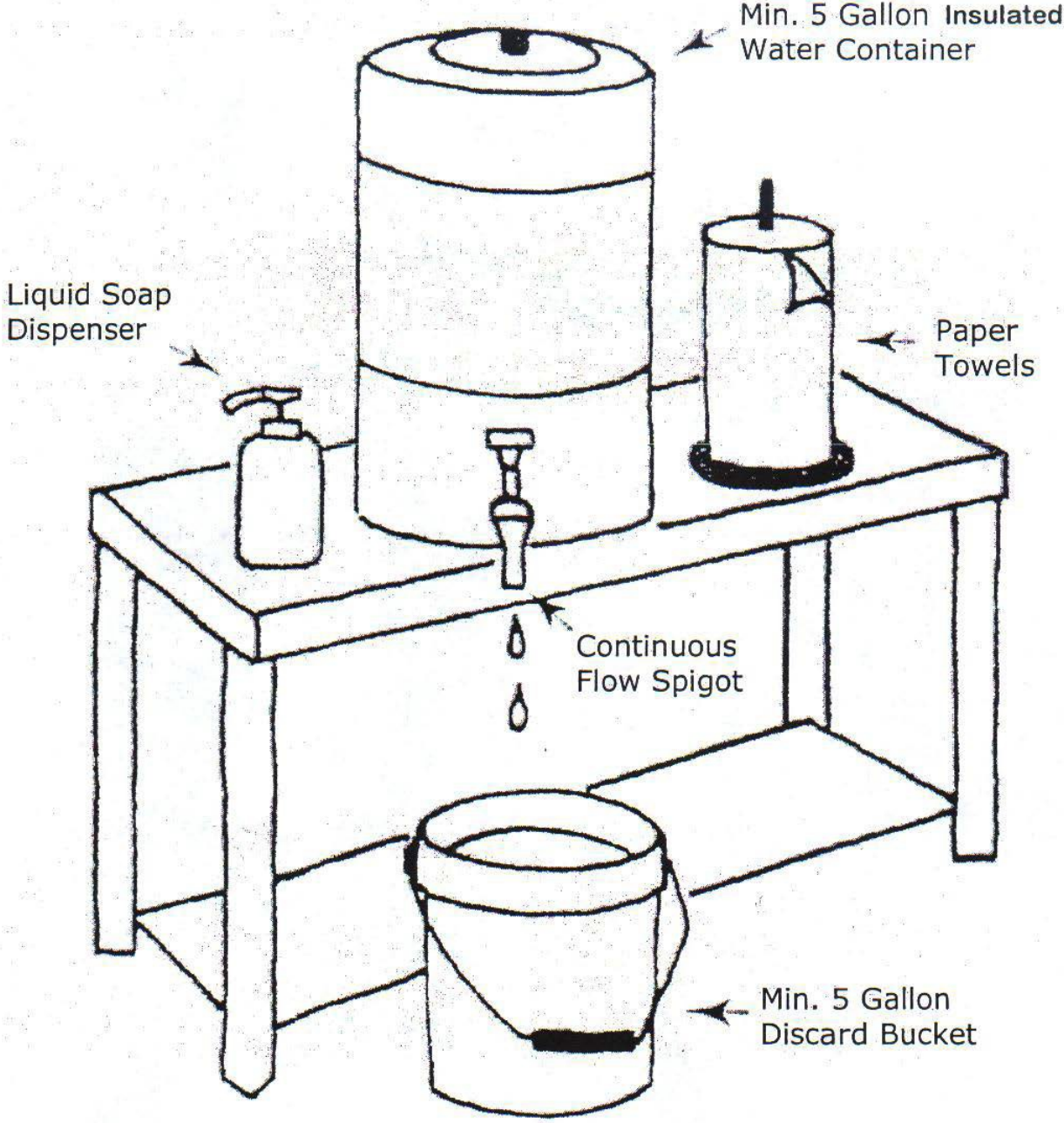
\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Signature/Print of Food Handlers

Title (Owner/Food Handler/Person In Charge)

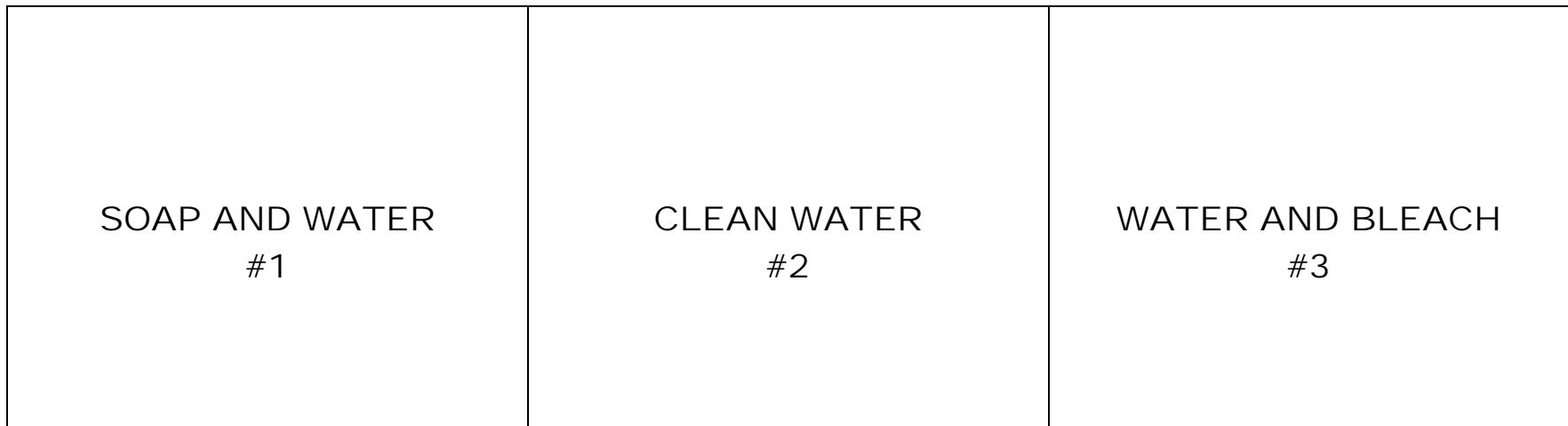


# Temporary Handwashing Station



# TEMPORARY DISHWASHING SETUP

(Must be set up before food preparation begins)



- STEP #1      ADD WATER AND SOAP IN BASIN #1
- STEP #2      ADD PLAIN CLEAN WATER TO BASIN #2
- STEP #3      ADD 1 TEASPOON OF BLEACH PER GALLON OF WATER

## **REQUIRED EQUIPMENT**

- ✓ Hand gel soap
- ✓ Paper towels
- ✓ Minimum 5 gallon insulated water container
- ✓ Approved sanitizer (bleach)
- ✓ Sanitizer test strips
- ✓ Three pails or tubs
- ✓ Plastic gloves
- ✓ Electric food warmer or grill
- ✓ Electric refrigerator or ice chest/cooler
- ✓ Stem type thermometer
- ✓ Minimum 5 gallon discard bucket

- No sterno's allowed at temporary events.
- No food preparation is to begin until hand wash / dish wash station is setup.
- All equipment can be purchased at local restaurant supply warehouses.



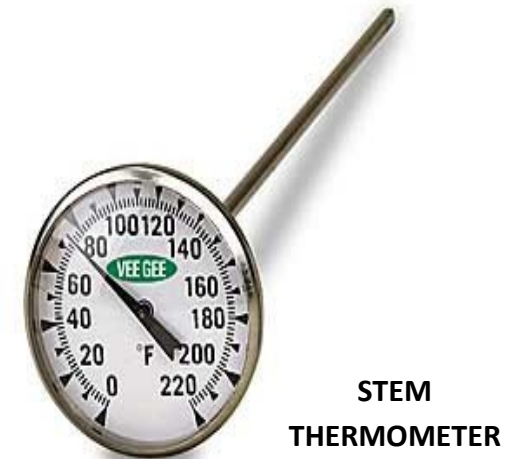
**OVERHEAD COVERING**



**HANDWASH/DISHWASH  
STATION SETUP**



**ICE CHEST/COOLER**



**STEM  
THERMOMETER**



**MECHANICAL WARMER**



**SANITIZER TEST STRIPS**

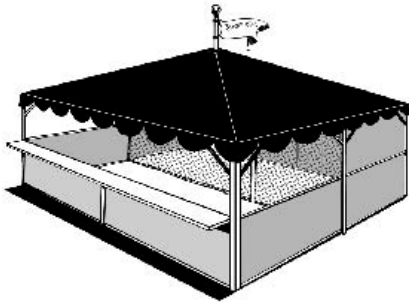


*Floors:* Floors shall be maintained in sanitary condition. Floors shall be covered with approved material to provide protection from contamination. Approved materials include concrete, asphalt, wood racks, duct boards, plywood, etc. The use of sawdust or similar dust producing material is prohibited.

*Location:* No food stand may be located within 100 feet of an area where animals are housed. It is important to remember to keep animals and food separated. Animal waste should not run off or drain towards food areas. The slope and accessibility from the potential contamination source is as important as the separation distance.

See below for an example of proper food stand setup. Also see below for an example of proper tent setup for food preparation areas.

### PROPER TENT SETUP FOR FOOD PREPARATION



#### Overhead Covering

- an entire booth

#### Food Preparation Area

- enclosed on all sides from top to bottom and front to back
- fine mesh covering recommended for visibility

#### Service Counter

- covered along all sides from ground level to a minimum height of 30 inches

### FOOD STAND SET-UP EXAMPLE

