



Development Services
P.O. Box 307
200 S. Main Street
Prosper, TX 75078
Phone: 972-346-3502

Temporary Event Checklist

- ✓ Valid permit issued by the Town of Prosper
- ✓ One person with a food handler card shall be on site during the event at all times
- ✓ Overhead covering
- ✓ Non-absorbent surface
- ✓ Food handler certificates
- ✓ Food received from approved source (Food prepared in a private home is not allowed)
- ✓ Potable water from an approved source
- ✓ Hand wash station provided, warm water, waste receptacle, gravity spigot spout and a catch basin
- ✓ Soap, disposable towels, wiping clothes, detergent, and sanitizing chemicals provided
- ✓ Three basins provided to Wash, Rinse, Sanitize (Large enough to clean largest equipment / utensil)
- ✓ Test strips to measure sanitizing concentration
- ✓ Equipment adequate enough to cook and maintain foods at the required temperatures
- ✓ Equipment for hot holding and cold holding, adequate enough to maintain Time/Temperature Control for Safety (TCS) foods at required temperatures
- ✓ Equipment installed so that it is easily cleanable and is in clean, sound condition
- ✓ Personnel maintaining personal cleanliness and conform to good hygienic practices. (Beard covers, hair restraints, no jewelry, fingernails neatly trimmed, outer clothing clean)

Please note this list does not serve as the entire list of requirements. The items mentioned are only minimal requirements.

Please email health@prospertx.gov for more information or call 972-345-3502.