



Temporary Food Application & Pre-Event Checklist

A temporary food permit is required to sell food at any event in Garfield County. This Pre-Event Checklist is for you to provide additional information to the Food Specialist in order to be permitted. Please answer all the questions with detail and **include a copy of the person-in-charges Food Handler Card**.

Name of Applicant/Person-In-Charge:

Phone Number for Person-In-Charge:

Event Name:

Dates of Event:

IF SELLING BAKED GOODS ONLY, some of the questions will not relate to your temporary food booth situation. Please put checkmarks on the applicable requirements. If you have questions on what your requirements are, please contact the EH Specialist.

Requirement	<input checked="" type="checkbox"/> Checklist (Please check the boxes with the understanding that you are going to meet this requirement)
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- Sanitation
 - A handwashing station, with soap, paper towels, and flowing water. Separate from ware washing sink.
 - Sanitation bucket with testing strips for proper sanitation levels.
 - Clorox Wipes are acceptable.
 - Staff are clean, with clean clothes, hair pulled back, and proper footwear.
 - Ware Washing, a way to properly wash utensils and equipment. Unless they are one time use.
 - All staff are healthy and not experiencing vomiting, diarrhea, fever, or other contagious illness within the last 48 hours.

Requirement

Checklist

(Please check the boxes with the understanding that you are going to meet this requirement)

- Food Handling

- Disposable gloves or other appropriate utensils are used to prevent bare hand contact with ready to eat foods.
- **Foods will be kept under 41 degrees and hot foods over 135 degrees F.** Time Stamps are required if using time as a control.
- All food will be obtained from a secure source. No Wild Game Meat unless processed in a USDA facility.
- All food and food service items are stored off the ground. Food items that say “Keep Frozen” are stored in a freezer space that is visibly frozen.
- **An ambient thermometer** is in each ice chest, cold holding unit, and hot holding unit. **A prob thermometer** will be used to check temperature of hot foods.
- Baked goods are labeled with “**Made in a Home Kitchen**” or a sign is displayed.

- Permits

- A temporary food permit fee will be paid to the GCPH before the day of the event.

\$43 for Profit
\$14 for Non-Profit

- A person with an up-to-date Food Handler Card needs to be present at all times.

PLEASE ATTACH A COPY*

- If preparing food before the event, a Commissary Kitchen might need to be used, and proper documentation of permit will be required.

Will a Commissary Kitchen be used or a Home Kitchen?

A **HOME KITCHEN** CAN ONLY BE USED WITH APPROVAL FROM GARFIELD COUNTY PUBLIC HEALTH

Person-in-charge signature:



GARFIELD COUNTY PUBLIC HEALTH

CONTACT US ·

Jessica Nelson
Food Specialist
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509-843-3412



Temporary Food Requirements

SAFE FOOD PREPARATION AND TRANSPORT

1. DO NOT PREPARE ANY FOOD AT HOME. All food served must be prepared onsite or in an inspected, unless home kitchen is approved and kitchen is in compliance with local health department.
2. Proper temperature must be maintained in transport and on site. Please keep hot foods at 135 degrees or above and cold foods 41 degrees or below at all times. Provide facilities for maintaining food temperatures, such as a chafing pan and/or containers of ice during transportation.
3. If using an insulated food carrier (such as a Cambro), fill them with HOT water 1 hour before putting food in them. They are useful for maintaining temperature, not for raising the temperature after it the contents have cooled.
4. Electric food warmers used for serving must be turned on at least 30 minutes before use. All food warmers work best if hot water is used.
5. All food transported to the site and all food kept on site must be protected from contamination (e.g., from dust and flies) at all times.
6. NO BARE HAND CONTACT WITH READY TO EAT FOODS. Please use gloves, and/or utensils to handle ready to eat foods.

SAFE FOOD HANDLING

1. Keep a food thermometer near food and routinely check temperatures.
2. Avoid cross contamination by designating area for raw meat preparation and ready to eat foods. Designate cutting boards and utensils for raw prep and do not use them for ready to eat foods.
3. Avoid unnecessary handling of foods by using a dispensing utensil, ladles, and plastic gloves.
4. Do not place foods directly on the ground. Elevate to prevent contamination from spills and rain.
5. An overhead covering must protect all food booths. Booths serving only packaged foods may be exempt from this requirement.
6. All tableware provided to guests should be disposable, single, service items (e.g., plastic or paper), unless proper dishwashing facilities are available.
7. Food contact surfaces, including cutting boards, should be smooth, nonporous and easily cleanable.
8. Always keep bleach available to sanitize food preparation and service surfaces. (The proper ration is 1 tablespoon of bleach per 1 gallon of clear water.)
9. If using Clorox wipes, use each wipe as one-time use. If cleaning up raw meat preparation, Clorox wipes are not acceptable as the only source of sanitization, and you will need to sanitize using a bleach and water solution.

FOOD WORKERS

1. No one with signs of a food borne illness or any upper respiratory infection (e.g., cold or flu-like symptoms), skin infections, open cuts, wounds, boils, eye infections or other sickness is permitted to work with food. Please look for signs such as vomiting, diarrhea, yellowing of eyes and skin, fever. Someone with these symptoms cannot work with food until they are symptom free for 24 hours.
2. Always wash hands upon arriving, after using the restroom and after contaminating hands (e.g., taking money and other work-related activities).
3. Hand-washing stations are required, and they must have an insulated container with a spigot that can be turned on to allow potable, clean, warm water to flow for handwashing. Also required is a wastewater container, soap, disposable towels and a waste receptacle.
4. No eating or drinking is allowed while engaged in food handling. Wash hands after eating or drinking and before resuming food handling.