

Vanderburgh County Health Department

Temporary Event Food Service Establishment Requirements

Oak Park Professional Building 420 Mulberry Street
Evansville, IN 47713-1231 (812) 435-5695

1. All food vendors must have a certified food safety person, unless they are exempt under the not- for-profit rule.
2. All food and ice must be obtained from an approved source.
3. All ice used to chill food and packaged drinks **shall not** be used as ice for consumption. All containers used to ice packaged drinks must be self draining.
4. **Handwashing stations must be set up**, with water, soap and paper towels provided.
5. Employees must **wash hands** before beginning work and at frequent intervals. Gloves and hand sanitizer are not a substitute for handwashing.
6. **No barehand contact with “Ready To Eat Food”**; employee must use a utensil, such as tongs, spatulas, deli tissue, single-use gloves, or other dispensing equipment.
7. A separate bucket for sanitizer must be available for storing and rinsing wiping clothes. These wiping clothes are to be used for sanitizing any food contact surface.
8. Sanitizer set up: 2 tsp. chlorine to 1 gallon of water equals 100 ppm or Quat sanitizer as per manufacturer’s instructions. (Chemical test strips, must be available).
9. Food, utensils, dishware, paper goods, and supplies must be stored a minimum of six inches off the ground.
10. Food products must be shielded or covered to protect from contamination and consumer.
11. Frozen food must be thawed before the event. Proper thawing methods include: **under refrigeration, under cool running water, or in the microwave, or as part of the cooking process.**
12. Probe thermometer is required for temperature monitoring.
13. All potentially hazardous foods must be maintained above 135 degrees Fahrenheit for hot foods, or below 41 degrees Fahrenheit for cold foods.
14. Vendors must have access to **potable water** from an approved source for the duration of the event.
15. Grease, waste water and food debris must be disposed of in approved manner.
16. Each vendor attending outdoor events must have a booth, trailer, or stand with overhead cover which covers all foodservice and storage areas.

