

## Applications and Permits

Applications for all temporary food events must be submitted to the Health Department at least seven days prior to the event. The Health Department will conduct an inspection on the first day of the event and when approved, your temporary food permit will be issued.

## Cleaning and Sanitizing Equipment

Adequate facilities must be set-up for cleaning and sanitizing food contact surfaces such as cooking utensils, cutting boards, knives, etc. Three labeled 5 gallon buckets must be utilized in the following manner: wash (detergent and water), rinse (clean water), and sanitize (approved sanitizer and water).

Test strips must be provided to ensure proper concentrations.

## Food Protection

The following temperatures are required:

- Hold all **HOT** potentially hazardous cooked foods at 135°F or above at all times.
- Hold all **COLD** potentially hazardous foods at 41°F or below at all times.
- Hold all **FROZEN** potentially hazardous foods at 0°F or below at all times.
- **REHEAT** all potentially hazardous foods rapidly to at 165°F, or 135°F for commercially prepared and packaged foods.



## Helpful Hints

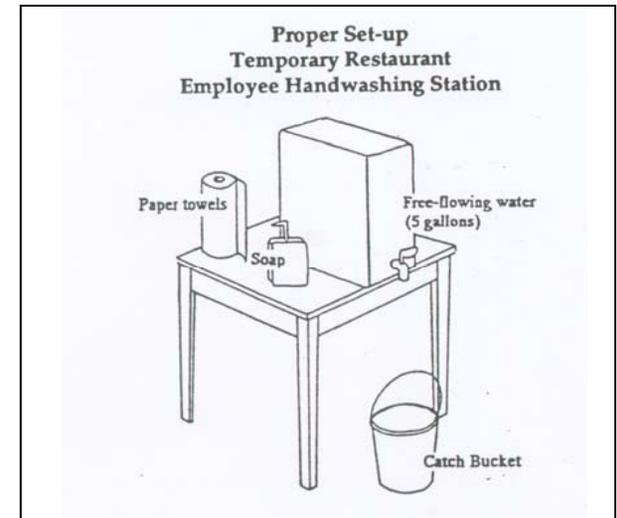
- Be prepared! Set up early so you can begin serving on time
- Bring hot water to help your steam tables or chafing dishes get up to temperature faster
- Pre-cooked foods to be re-heated at the event must be prepared far enough in advance to cool to under 41°F for transportation
- Bring aluminum foil to block the wind around chafing dish or steam table fuel canisters

Any questions, please call

847/368-5782

## Hand Washing

Hand washing facilities must be provided and easily accessible to all food service handlers at all times. Each temporary hand washing set-up must be provided with the following: hand soap, paper towels, a container of clean water with a spigot and a catch basin (see diagram below). Only temporary establishments serving prepackaged food items requiring no preparation will be exempt from this requirement.



**Each temporary food service employee hand washing set-up must be provided with:**

- Liquid, dispensed, hand-soap
- A container of clean water with a spigot
- A catch basin
- Paper towels

You must have each of these components present and set-up at all times food handling procedures are taking place. **No permit will be issued to a temporary food service establishment until a Health Department approved hand washing facility has been provided.**

## Food Handling

Bare hand contact with ready to eat food must be minimized with suitable utensils such as: tongs, forks, spatulas, FDA approved hand sanitizer, or gloves in an effort to prevent the transmission of pathogenic organisms from humans to food.

Employees with artificial or painted fingernails must wear disposable gloves to work with food. No jewelry other than plain wedding bands or medical alert bracelets may be worn.

## Foods That Can Be Served

According to the IDPH Food Code, only those potentially hazardous foods requiring limited preparation shall be served. Potentially hazardous foods are “any food that requires time/temperature control for safety...”

The following are some examples of potentially hazardous foods: hamburgers, hotdogs, cooked onions, sliced tomatoes, cooked rice, cut melons, baked potatoes, pizza, ribs, egg rolls, garlic in oil mixtures, and whipped butter.

To meet the Code requirement for limiting preparation at temporary events, foods requiring cooking are not allowed. Foods pre-cooked at a commercial facility are allowed. These foods may be brought to the event above 135°F or rapidly chilled to under 41°F before being brought to the temporary event and re-heated to the appropriate temperature. Raw but frozen hamburgers and frankfurters may also be cooked on site.

## General Food Safety

- All food and drink must come from an approved food source, be clean, wholesome and free from tampering
- Tobacco use and eating is prohibited while working
- Employee drinks may be kept inside the booth provided they are kept covered and stored away from foods and prep surfaces
- All food, food containers, and single service food wares must be properly stored off the ground
- Ice used for cooling food or beverages may not be used for human consumption
- Ill employees must not work with food
- Employees shall have hair restraints and clean clothes
- No single service articles can be reused
- No home prepared foods are allowed
- Ice must be from an approved source
- All toxic chemicals shall be stored in a separate area away from food

## Temporary Food Vendor Checklist

- Hand washing facilities with soap, paper towels, and dispensed water
- Detergent, sanitizer and appropriate chemical test strips
- Metal stem thermometer
- Enough utensils to avoid bare hand contact such as scoops, tongs, gloves, FDA approved hand sanitizer, etc.
- Sufficient garbage containers
- Sufficient refrigeration and hot holding devices
- Three 5 gallon buckets for manual dishwashing
- Single service packets or squeeze bottles for customer condiments
- Wiping cloths for cleaning and sanitizing surfaces, a bucket with water and sanitizer to store wiping cloths and/or spray bottle of sanitizer with paper towels



## Village of Arlington Heights Health Department Guidelines for Temporary Food Facilities

The following guidelines have been developed to help educate food handlers on how to minimize the possibility of foodborne illness incidents at temporary food service events.

These guidelines are the very basic ideas and do not cover every situation; therefore, additional requirements may be necessary for your individual food event. These guidelines comply with the standards set by the Illinois Department of Public Health Food Service Sanitation Code.



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