

## Lincoln County Temporary Event Checklist

### OPERATOR MUST KEEP THIS COMPLETED CHECKLIST AT THE BOOTH

- **Permit:** If required by Lincoln County Health Department the permit must be displayed.
- **Hand washing Station- to be set up prior to prepping or handling any food:**
  - Provide at least one 5-gallon container with dispensing valve which is capable of supplying a constant water flow when opened, without the need to use hands to keep the valve open while washing. Fill container with warm water for handwashing.
  - Catch bucket to collect hand wash waste water. Waste water shall be disposed of properly.
- **Dishwashing station-to be set up prior to prepping food.:**
  - Provide 3 compartment sink or 3 tubs or buckets for cleaning food utensils. This needs to be done on site prior to preparing food. Everyone has at least one utensil that needs to be washed, rinsed and sanitized. Wash food utensil in soapy hot water in the first tub. Rinse food utensil in clear water in second tub. Sanitize food utensils by immersing utensil in bleach sanitizing solution.
    - \* Add one tablespoon or capful of bleach to one gallon of water to obtain about 100 parts per million of chlorine in the water.
- **Wiping Cloth Station- to be set up prior to prepping food:**
  - At least one bucket with bleach and water for storing cloth towels used for wiping food contact surfaces. One gallon ice cream containers are a perfect size.
- **Liquid soap and paper towels:** Soap can be dish soap but need to be an easily dispensable container.
- **Food Handling Gloves:** All workers handling food that is ready to eat must wear gloves.
- **Food Thermometer:** Use a food thermometer for checking food temperatures. Thermometer must have a range of 0 to 220 degrees Fahrenheit.
- **Hot Holding Equipment:** All food must be kept at 135 degree or above.
- **Cold Holding Equipment:** All food must be kept at 41 degrees or below
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- **Food Protection**
  - Store food and food related products at least six (6) inches of the ground.
  - Store food and food related products away from chemicals, medications and personal items
- **Water Source and Waste Disposal:** Ensure there is an adequate amount of potable water for food preparation and hand washing, a designated container for disposal of wastewater, and trash receptacles with lids.

**Remember: When in doubt, throw it out. Keep the hot food hot and the cold food cold.**