

## Requirements

1. Provide a hand washing station with warm water from a container with a spigot that is hands-free while washing, liquid soap, paper towels and a catch basin.
2. Provide a utensil washing setup with three buckets (soapy water, clean water and sanitizer water).
3. The booth must be labeled. An enclosed booth is required for facilities that prepare, serve or sample non-prepackaged foods items.

### RESTROOMS:

- Approved toilet facilities must be located within 200 feet of each booth.
- Hand-washing facilities equipped with soap and paper towels must be located within or immediately adjacent to toilets. Hand washing in permanent facilities must have with hot and cold running water.

### FOOD HANDLERS:

- Food handlers must wash their hands prior to the start of food preparation, after smoking, when switching from one food type to another, before putting on gloves, after using the restroom and whenever hands may have become contaminated.
- Food handlers must be in good health and wear hair restraints.

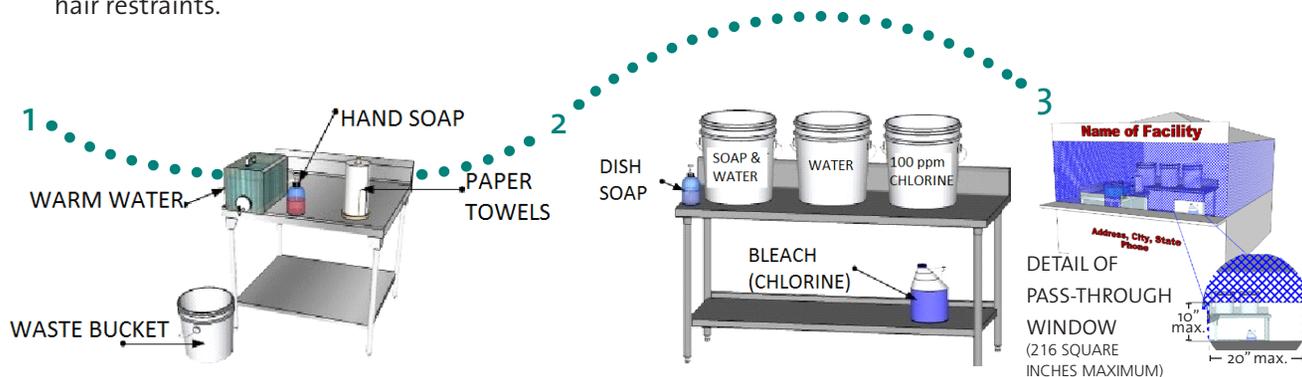
- Do not bring live animals inside the booth.
- Do not smoke inside or around the booths.
- Store all food items at least 6 inches above the floor.

### FOOD TEMPERATURES:

- Provide a probe thermometer to ensure proper hot and cold holding.
- Potentially hazardous foods must be kept at a maximum of 45°F or a minimum of 135°F. Potentially hazardous foods include meats, seafood, poultry, cooked rice, cooked beans, cooked vegetables, many cheeses, cut melons, tofu, eggs and sprouts. At the end of the day, hot and cold potentially hazardous foods must be discarded.
- Minimum internal cooking temperatures are as follows (hold at temperature at least 15 seconds):
  - Poultry, stuffed meats, 165°F
  - Ground beef, comminuted meats 155°F
  - Eggs, fish, beef, pork 145°F
  - Vegetables for hot holding 135°F

### FOOD SOURCES:

All food must be from approved commercial sources. Foods prepared at home or at an unpermitted facility are not allowed. All shellfish must include shipping tags.



## Contra Costa Environmental Health



# TEMPORARY FOOD FACILITIES

### QUESTIONS?

For more information on temporary events contact:  
 Environmental Health Division  
 2120 Diamond Blvd., Suite 200  
 Concord, CA 94520  
 925-692-2500  
 Visit our website for more information and documents at [www.cchealth.org/eh/](http://www.cchealth.org/eh/)



## Introduction

Temporary food facilities at community events often handle large volumes of food with limited physical facilities and equipment, making food safety especially important. Poor sanitation and hygiene practices can spread germs that cause diarrhea, vomiting, nausea, fever and, in certain circumstances, death.

Inspections conducted by the Environmental Health Division of Contra Costa Health Services aim to protect the public from preventable illness or injury. Contra Costa Environmental Health inspects permitted facilities to ensure temporary food establishments operate in a safe and sanitary manner. These inspections ensure that temporary food facilities operate in compliance with local, state and federal regulations. These regulations are intended to guarantee that food will be pure, safe and unadulterated.

## Information & Resources

### PERMIT REQUIREMENTS

The event coordinator is responsible for completing the permit application, submitting all fees, checklists and the completed permit. The event coordinator is also responsible for ensuring the food booth vendor information checklists are completed at least two weeks prior to the event. It is the event coordinator's responsibility to ensure that the food booth operators are storing, preparing, handling and serving food items in an approved manner.

### TRAINING AND MEETING AVAILABILITY

Contra Costa Environmental Health staff are available for training and meetings with booth operators and event coordinators. To schedule a training session or meeting, contact the temporary event coordinator.

## Frequently Asked Questions

### WHAT IS A TEMPORARY FOOD FACILITY?

A temporary food facility is a food facility that operates at a fixed location for the duration of an approved community event. The enforcement officer must approve temporary food facilities.

### WHAT IS A COMMUNITY EVENT?

A community event is any event of civic, political, public or educational nature, including state and county fairs, city festivals, circuses and other public events approved by the local enforcement agency.

### DO I NEED A HEALTH PERMIT FOR TEMPORARY FOOD FACILITY EVENTS?

Yes. When food or beverage items are served to the public (either sold or given away), a health permit is required.

### HOW CAN I OBTAIN THE APPLICATION FOR A TEMPORARY FOOD FACILITY PERMIT?

Obtain an application by calling Contra Costa Environmental Health at 925-692-2500, visiting our office or from our website at [www.cchealth.org/eh/](http://www.cchealth.org/eh/)

### WHAT ARE THE PERMIT FEES FOR A TEMPORARY FOOD FACILITY?\*

There is an application fee of \$35 for each temporary food facility event and additional \$107 permit fee for each for-profit booth operating at the event. Nonprofit booths and those individuals claiming veteran exemption do not have to pay a per-booth fee, however each nonprofit booth must provide documentation confirming its nonprofit status and nonprofit tax identification number. Each vendor claiming veteran exemption must submit a copy of its DD214 form.

In addition, mobile food facilities (vehicles) with an annual health permit from Contra Costa Environmental Health are exempt from paying the additional booth fee. Submit a copy of the current vehicle health permit along with the application. \*Check the website for current fee information.

### WHAT KIND OF BOOTH DO I NEED FOR A TEMPORARY FOOD FACILITY EVENT?

All food booths must be fully enclosed with fly-proof netting, unless the booth is selling only prepackaged food that has been prepackaged in an approved, fully enclosed commercial facility. Each booth must be large enough to accommodate all activities involved in the safe handling, sale, service, storage and preparation of food. Permits allow for two pass-through windows with a maximum opening of 216 square inches each.

### WHAT KIND OF EQUIPMENT AND FOOD PREPARATION IS ALLOWED OUTSIDE OF THE BOOTH?

No equipment other than an open-air barbecue is allowed outside of the booth. The only food preparation allowed outside the booth is cooking on the BBQ where the food is in direct contact with the heat source. All other equipment and food-related activities that are not allowed outside of the booth must be kept inside the booth at all times during the course of the event.

### ARE THERE ANY OTHER REQUIREMENTS I SHOULD BE AWARE OF REGARDING THE COOKING OF FOODS IN A TEMPORARY FOOD FACILITY?

The fire department may have additional requirements regarding the use of cooking equipment or the setup and construction of a food booth at a temporary food facility event.