



To Be Posted Inside Food Booth

Self-Inspection Checklist for Temporary Food Facilities

PRE-OPENING REQUIREMENTS: MUST BE COMPLETED BEFORE ANY FOOD PREPARATION OR FOOD DISTRIBUTION BEGINS

- Valid permit posted allowing operation of temporary food facility, as issued by the County of Santa Clara Department of Environmental Health.
- Approved supply of potable water provided.
 - Commercially purchased bottled water, municipal water (*NO RECLAIMED WATER SOURCES*), OR approved well water (*requires prior evaluation of bacterial water test*).
 - Minimum of 20 gallons/day for utensil and hand washing.
 - Additional water may be needed for food preparation activities (i.e. produce washing).
- All booths:** cleanable floor (*grass, dirt and decomposed granite MUST be covered with approved tarps or plywood*) and overhead protection.
- Booths that handle open food shall have:**
 - Window openings do not exceed 216 square inches. Minimum distance between window openings are not less than 18 inches. (*Fire Dept. has been contacted regarding additional requirements*)
 - Fully enclosed booth with approved 16-mesh fly-screening or canvas on all sides.
- Hand wash station is set-up and ready-to-use inside booth.
 - Approved water source, dispenser to have a spigot that can lock in the open position.
 - Warm water for handwashing.
 - Liquid soap in pump dispenser.
 - Paper towels.
 - Wastewater bucket.
- Utensil wash station is set-up and ready-to-use inside booth; test strips available.
 - 3 containers large enough to hold largest piece of equipment or utensil.
 - Soapy water in 1st container.
 - Clean water in 2nd container.
 - Sanitizing solution in 3rd container. (*use 1 tbsp of unscented bleach for 2 gal of water*)
- Enough equipment provided to hold ALL:
 - Cold foods at or below 45°F (41°F if food used for next day).
 - Hot foods at or above 135°F.

FOOD BOOTH STRUCTURE AND OPERATIONS

- Correctly constructed and large enough to accommodate all food and equipment (*no food preparation is allowed outside*).
- Name of the booth (*not less than 3 inches high*), city, state, ZIP Code, and name of the permittee (*not less than 1 inch high*) to be displayed on side of booth.
- Shatterproof light bulbs or covers present over food preparation and food/utensil storage areas.
- Self-inspection checklist visibly posted inside booth.

- All open food stored inside facility and off the floor.
- All equipment and utensils approved for use.
 - Made of safe material and easy-to-clean.
 - No galvanized or enamel cookware or utensils.
 - All utensils and cooking equipment are off the floor and inside facility (*except BBQ and deep fat fryers or otherwise directed by the Fire Department*).
- BBQ and deep-frying cooking areas fenced off from public access.
- Live animals not allowed in booth or cooking areas.
- Restroom(s) located within 200 feet.
- Safe and sanitary method available to dispose of charcoal and briquettes (*i.e. metal waste container*).
- Leak-proof containers provided for:
 - Wastewater.
 - Trash.
 - Grease.
- Knows location of common waste disposal area.
- Sanitizing solution for wiping cloths provided (*use 1 tablespoon of unscented bleach for 2 gallons of water*).

FOOD PREPARATION AND HANDLING

- Food from an approved source – no foods stored or prepared in a private home unless this is Cottage Food Operation (*food invoices/receipts must be available at booth for specialist's review during inspection*).
 - NO open food stored or displayed at service counters.
 - Condiments in single-service, pump-type or squeeze containers.
- Calibrated probe-type metal thermometer provided.
- Required minimum cooking temperatures monitored (*pork 145°F, ground meat 157°F, poultry/stuffed foods/reheat 165°F*).
- Utensils and disposable gloves provided to *minimize* hand/food contact.

EMPLOYEE HABITS

- Employees keep hands clean and wash hands frequently.
- Employees have no open sores or not affected with a disease in a communicable form.
- All food handlers are wearing clean clothing and hair is restrained if needed.
- No smoking allowed in food facility or fenced BBQ/deep-fat fryer area.

ADDITIONAL REQUIREMENTS

- Fire department has been contacted regarding any additional requirements.
- Department of Alcohol Beverage Control has been notified if alcohol is served.

SIGNATURE OF BOOTH OPERATOR