

PERSONAL HYGIENE (CONT'D)

- ❖ A catch bucket capable of holding at least 5 gallons, must be provided for hand washing station wastewater.
- ❖ The use of utensils, deli papers, or clean food handlers' gloves is required. The use of single use/disposable gloves does not replace the need for hand washing. Bare hand contact with ready to eat foods is not permitted.
- ❖ Hand sanitizer can be used in addition to, but not in place of hand washing.
- ❖ Eating, drinking, and smoking are not permitted within the food booth. Staff must leave the booth for these activities and must wash their hands upon returning to work.

TEMPERATURE SAFETY

- ❖ Equipment must maintain potentially hazardous foods at 135°F or above or at 41°F or below. Potentially hazardous foods include, but are not limited to dairy products, sauces, cooked items (vegetables, meats, rice, pasta, potatoes, and beans).
- ❖ A calibrated 0°F to 220°F metal stem probe thermometer, digital thermometer or thermocouple must be on site. If thin foods (hamburger patties, fish fillets, etc.) are being cooked, a thin mass food probe must be used.

A Temporary Event Food Establishment is a food establishment that operates at a fixed location for a period of time of not more than 14 consecutive days in conjunction with a single event or celebration. Food service & preparation are limited. Please use these guidelines to help make your event safe for the public. There may be additional requirements for your booth depending on food items served.

All applicants for a Temporary Food Event Retail Food Establishment license must provide a Special Events Sales Tax License available from the Colorado Department of Revenue. The sales tax account number from an existing Retail Food Establishment is not acceptable unless the number of vendors at the event is 2 or less.



**Serving Adams, Arapahoe
and Douglas Counties**

**Aurora
15400 E. 14th Pl.
Ste. 115
Aurora, CO
80011
303-341-9370**

**Castle Rock
410 S. Wilcox St
Castle Rock, CO
80104
303-663-7650**

**Commerce City
4201 E. 72nd Ave.
Ste., D
Commerce City,
CO 80022
303-288-6816**

**Greenwood Village
6162 S. Willow Dr.
Ste., 100
Greenwood Village,
CO 80111
720-200-1670**

Tri-County Health Department Guidelines for Temporary Event Establishments

Our environmental health programs focus on preventing communicable disease and environmental conditions that could be harmful to the public's health.

We are providing these guidelines to assist you in serving a safe food product to your customers.



Food vendors must submit a Food Vendor Application and obtain a Retail Food Establishment License. Event Coordinators must submit a Coordinators Application and plan review fee.

FOOD BOOTH OPERATIONS

- ❖ All slicing, chopping, peeling, dicing shredding, mixing, and pre-washing must be done at a commissary. The preparation of raw chicken (except the frying of frozen chicken wings) is prohibited.
- ❖ All food must be prepared at an approved establishment, including washing of produce (i.e. lemons for lemonade, potatoes for chips/fries, apples for caramel apples) and placed in clean food grade containers or liners.
- ❖ Vendors must operate from an approved commissary; approximately within 30 minutes or 30 miles of the event. All vendors must have a written commissary agreement (obtain vendor application from Tri-County Health Department) with a local commissary approved by the local health department. Vendors with limited menus operating from licensed self-contained mobile units may operate without a commissary with Department approval.
- ❖ All equipment and utensil washing must be performed at an approved facility. On-site washing in tubs/basins is not permitted.
- ❖ Sufficient, non-absorbent, smooth, easily cleanable work surfaces must be provided where food is being handled.
- ❖ Only approved smooth, easily cleanable, non-absorbent ice coolers or approved food

Applications and fees must be submitted to the health department at least 2 weeks prior to the event to avoid late fees.

- ❖ grade containers may be used for the storage of food, ice, or drinks.
- ❖ Wiping cloths must be saturated with an approved chemical sanitizer at proper concentrations. Test strips specific to that chemical must be provided. The sanitizing solution should be changed as needed, but at least every 3 hours.
- ❖ Extra utensils and in-use food contact surfaces (cutting boards, tongs, knives, etc.) must be provided so soiled items can be changed at a minimum of every four hours. On-site washing in tubs/basins is not permitted and these utensils may not be stored in sanitizer.
- ❖ All foods, utensils, and paper goods must be transported in a manner that protects them from contamination and stored at least 6 inches above the ground at the site.
- ❖ Containers or coolers made from Styrofoam cannot be used (Styrofoam to-go containers or plates are approved).
- ❖ The storage of packaged food and/or beverages in un-drained ice is prohibited.
- ❖ A sufficient quantity of potable water from an approved source must be available for booth operations. All parts of the water supply system must be approved food contact materials.

Applications must be approved, licenses issued, and fees paid before approval to operate will be granted.

- ❖ Wastewater may not be discharged onto the ground or into a storm sewer. Wastewater must be disposed of in a sanitary sewer (mop sinks or other approved means).
- ❖ A clean trash receptacle must be provided.
- ❖ Screening, flooring or other provisions that prevents entrance of insects or dust may be required depending on jurisdiction or event location.
- ❖ Unwrapped food must be protected with approved covers while displayed.
- ❖ All individuals involved in food preparation must wear appropriated hair restraints.
- ❖ Pets are not permitted inside the food booth.
- ❖ Equipment utilizing Sterno is not permitted unless approved by the Department.
- ❖ Food cooked or stored at a private residence or other unapproved facility is not permitted.
- ❖ Any remaining hot held food must be discarded at the end of the business day unless properly cooled and reheated.

PERSONAL HYGIENE

- ❖ A hand washing station with ample water, soap, and dispensed paper towels is required. The water dispenser must provide "hands free" continuous flowing warm water. Push button spigots are not permitted.