

# Temporary Event Food Operation Checklist

- Handwashing stations must be accessible, have soap, hot water, paper towels, and a trash receptacle and be located in the unit and beside any outdoor food prep area
- ALL FOOD MUST BE PREPARED IN THE FOOD TRUCK/AREA or your contracted-commissary....No home prepared food allowed!
- All hot food to be held over 135 degrees, all cold food held under 41 degrees, with thermometers in all fridges and freezers, and a probe thermometer for testing meat (if applicable to menu)
- Container with sanitizer solution in water for cleaning countertops, (or spray sanitizer), and test strips to check sanitizer concentration
- Flooring in temporary areas can be mats, piece of linoleum, board platforms
- All employees to have a hat or head covering (hairnet, scarf etc) that covers their hair
- NO BARE HAND CONTACT with READY TO EAT FOOD  
Gloves, or tongs, or paper barriers on site
- Paper or Styrofoam plates only and single use utensils that are wrapped or provided to customer with their order
- THREE compartment sink or three tubs for washing utensils, food prep ware to be of the size that will fit the largest item to be washed. Wash, rinse and sanitize!!
- CERTIFIED FOOD MANAGER ON STAFF if you are using any raw meat, fish or poultry in food preparation

YOU HAVE TO HAVE A TEMPORARY LICENSE FROM THE HEALTH DEPARTMENT IF YOU ARE LICENSED OUT OF BROWN COUNTY

This is to be paid for **in advance** thru the Health Dept. Application online at [www.in.gov/localhealth/browncounty](http://www.in.gov/localhealth/browncounty) in the food forms section. BCHD is at PO Box 281 Nashville IN 47448 or physical address 200 Hawthorne Drive Nashville IN 47448

**ANY QUESTIONS? CALL 812-988-2255 Brown County Health Department**

