

FOOD VENDOR APPLICATION FOR ACF 2016

Business Name: _____
Contact Name: _____ Website: _____
Address: _____
Contact Phone #: _____ Email: _____

List the names of vending personnel that will man your booth over the weekend. Please ensure you have enough workers to facilitate setup and takedown in a timely fashion:

Description of your *food product* and *pricing* (we do not grant exclusivity on any item, but may restrict some items if we feel we have reached a saturation point). **Please note you can only bring what you indicate on this form. If you add items to your menu during the festival, you will be asked to remove them.**

Please review AFD and COA temporary food information attached and fill out page 4 of the food permit.

Date Requirements: We only accept applications from vendors vending on both Saturday and Sunday.

Entrée Food Tent or Trailer - \$550.00 _____ 10x10 _____ 10x20 _____ 20x20 _____ Other size? (please indicate) _____ there is an additional \$100 per 10ft that exceed 20 ft. in width or length.

**** NEW ** Additional costs: \$98.00 for temporary food permit. (This is new City of Austin pricing) and a \$10.00 PayPal processing fee for your payment if you are select to vend.**

****NEW**** All Food Vendors that are using tents must have a NFPA 701 certificate sewn into the canopy of their tent by the manufacturer in order to pass new Austin Fire Dept. regulations. Please see the attached requirements from AFD and be sure that you can comply with all including fire extinguishers. You must also read the attached City of Austin Temporary Food Guidelines to be sure you can comply.

You WILL be inspected by the Fire Department and the Health Department during the course of the weekend.

FOOD TRAILERS please send photo and dimensions of your trailer. Your trailer must be in place on Friday by 6pm in the park for inspection on Saturday morning. You will not be able to drive it in on Saturday morning. Please read the attached Fire Safety regulations for Food Trailers to sure that you can comply with all Fire Safety laws including fire extinguishers and can pass inspection.

Electrical Requirements: Food vendors must bring their own generator if they require more than two 110v outlets.

Grease Disposal: The City of Austin requires that you provide a letter detailing who will dispose of your grease from your fryers, signed by your grease disposal company.

Please email this filled out application to: ACFVENDORS@GMAIL.COM by SEPTEMBER 1.

****NEW**** Our Vendor Director will review your application if you are accepted we will send you a link for payment using PayPal online. We no longer accept checks in the mail. You do not have to have a PayPal account to use the PayPal button, you can use credit card and check on their site without signing up or if you do have a PayPal account you can make your payment through your account. There is a \$10.00 PayPal fee.

Deadline for payment – SEPTEMBER 30.

VENDOR AGREEMENT ADDENDUM:

----The City of Austin Health Inspector will be inspecting all food booths.

----You are responsible for bringing your own tent, table, chairs etc. The ACF does not provide any of these items.

---- You are responsible for you own setup and takedown; we do not have volunteers available for you. Please have enough workers to facilitate a quick setup and takedown.

---- Pets are not allowed on the Park Grounds. The dogs at the festival have special clearance to attend the festival as part of our Celtic dog breed presentations.

---- You are not allowed to “busk” at your tent (as in perform) a musical act. This is out of respect for performers who were selected to perform.

---- You are not allowed to bring any ALCOHOL in or out of the park. You can purchase pints at our beer booths and consume it within the grounds if you are of age. Please drink responsibly.

---- There will be food and drink vendors available at the Festival, we no longer allow coolers into the festival.

---- Because of Health Dept. regulations, you may not sell food or give away food samples at your tent without a Health Permit and if you plan on selling prepared food you must also apply as a food vendor.

---- You may not leave your children unattended at your tent.

---- You can leave your tent up overnight at the Park on Friday and Saturday nights only at your own risk.

There is one overnight security guard with a lot of area to cover, so please take with you anything of high value or anything that cannot be replaced. ACF is not responsible for any lost, stolen or damaged items.

---- We will have ice for sale. 20LB bags are \$7. You can purchase the ice at either of our beer booths.

---- You MUST adhere to the setup and take down times for the festival. If you are not out of the park 2 hours after festival closing then ACA may be charged extra rental and security fees and these will be passed on to vendors who have not respected those times. Failure to be out of the park by the designated time on Sunday evening will also result in our refusal of any future applications by your business.

---- You MUST load or unload your vehicle and then move it off the park grounds immediately. The Parks & Rec. employees are very strict with us on enforcing this policy. Failure to adhere to their requirements may cause the Park to deny any and all vehicle entry in the future. So please help us keep this important convenience and remove your vehicle as soon as you unload.

---- **Please make sure all trash is removed from your booth and placed in the dumpsters. All boxes MUST be broken down before placed in the dumpsters or they will fill to capacity too quickly.**

FRIDAY SETUP HOURS: Friday – 8:00am to 6pm

You must be out of the park by 6:00 pm on Friday. The park gates will be locked at that time.

For those that cannot setup on Friday there is a small window on Saturday morning from– 8:00 am to 10:00am

All cars must be off the lot by 10:00am on Saturday morning so we may make ready for our audience.

SUNDAY TAKEDOWN: Sunday– West end 6:00p (or when last act ends) East end 7:30p (or when last act ends)

West stage area (where most vendors are located) closes at 6:00 pm or when the last performer finishes on the West stage at which time all guests will be guided to the East Stage. Out of respect for the performers, no takedown can occur while they are on stage on the West end.

East stage area closes at 7:30 pm or when the last performer finishes on the East stage.

The access gate will open after all patrons have left the grounds. At that time, you can bring your vehicle in to load. Park gates will be locked and vendors must be out of the Park by 10pm.

I have read the above and agree to adhere to these rules and responsibilities:

Company: _____

Print Name: _____ Signature: _____



FOOD VENDORS, PROPANE USE, TENTS

General Requirements:

- Tents must be NFPA 701 compliant and have proof of compliance attached to the tent fabric from the manufacturer.
- All food vendors, including out of town mobile vendors/trailers, must have a current health permit.
- Each tent/temporary structure must be located a minimum of 20 ft. from any permanent structure.
- Cooking tents must be separated from dining/ assembly tent by 20 ft.
- Vehicles must be parked a minimum of 20 ft. from each tent/temporary structure.
- Cooking vendors must be separated from non-cooking vendors by a 12 foot fire break.
- Enclosed tents require proper exiting and signage (battery back-up/tritium, 7 ft. high).
- No smoking signs are required to be posted inside tent areas.
- Cooking and heating equipment shall not be located within 10 feet of exits or combustibles.

Fire Extinguishers:

- Each vendor/ tent must have a 2A10BC rated fire extinguisher.
- Any cooking operation involving combustible cooking media (frying vegetable or animal oils and fats) requires a Class K rated extinguisher, in addition to a 2A10BC rated fire extinguisher.
- All fire extinguishers must have a current annual inspection.

Propane:

- Each 10' x 10' tent may have two appliances that use propane (100 lbs. per appliance, 200 lb. max).
- Propane bottles must be placed securely at the rear exterior of the tent for emergency access.
 - Emergency access must not require tent entry.
- Fryers must be placed at the rear of the tent and NOT next to the propane bottle
- Spare propane bottles are not allowed in the tents.
 - Designated area for spare and empty propane tanks must be established.
- Propane appliances must have LPG stamped on their hoses.

Grills & Pits:

- No grilling with charcoal or wood is allowed under any tented structure.
- Any solid fuel appliances should have a cover (grills & pits).
- Outside BBQ pits with stacks must have a 5 ft. clear circumference from combustibles, a 15 ft. clearance above the stacks and a distance of 10' from any permanent structure.
- Homemade LPG appliances will be inspected individually and may not be authorized without an engineer's certificate.

ALL mobile vendors/trailers at special events are subject to a fire inspection.



NO HOME-COOKED FOODS ALLOWED - LOS ALIMENTOS PREPARADOS EN CASA NO SE PERMITEN

FOOD MUST BE FROM AN APPROVED SOURCE

- Prepared on site, purchased from permitted kitchen or grocery store

APPROVED HANDWASHING STATION

- Soap
- Towels
- Approved water dispenser with “spigot spout” (*not push-button*) providing continuous flow
- Provide watertight bucket or container to catch waste water

Approved wastewater disposal container



Approved spout



No push-button spout



APPROVED DISHWASHING STATION (3 basins or sink compartments required – used from left to right)

- First basin/sink compartment (left-most) for washing - must have dishwashing soap.
- Second/middle basin or sink compartment for rinsing - must use clean water.
- Third basin/sink compartment (right-most) for sanitizing; e.g., a mixture of water & **50 ppm** minimum to **100 ppm** maximum Chlorine bleach.

PROPER FOOD TEMPERATURES

Cooking:

- Raw Chicken – **165° F** or greater
- Raw Hamburger Meat – **155° F** or greater
- Raw Pork & **WHOLE** Beef – **145° F** or greater



***Hot-holding:* 135° F** or greater

- Electric or grill
- No sterno

***Cold-holding:* 41° F** or less

- Pack in ice up to the rim of container or **REFRIGERATED** at **41° F** or less.

OVERHEAD & GROUND COVERING

- Tarp, plywood, cardboard, etc

OTHER NEEDED ITEMS

- Thermometers (0° F to 165° F)
- Sanitizer bucket with cloth
- Approved wastewater disposal
- Sanitizer test strips



(See back for important information from the Austin/Travis County Fire Department)



Special Events

505 Barton Springs Road, Suite 1070
Austin, TX 78704

AFDSpecialEvents@austintexas.gov

Food Vendors, Propane Use, Tents

General Requirements:

- One Temporary Use Permit per application (not required for City parks or State property)
- Tents must have a fire resistant stamp or certificate
- All food vendors, including out of town mobile vendors/trailers, must have a current health permit
- Each tent/temporary structure must be located a minimum of 20 ft. from any permanent structure
- Cooking booths must be separated from non-cooking booths by 10 ft.
- Vehicles must be parked a minimum of 20 ft. from each tent/temporary structure
- The total area of multiple tents placed side by side cannot exceed 700 sq. ft. total without a fire break of at least 12 ft.
- Enclosed tents require proper exiting and signage (battery back-up/tritium, 7 ft. high)
- Individual tents cannot exceed 700 sq. ft.

Fire Extinguishers:

- Each vendor/ tent must have a 2A10BC rated fire extinguisher
- Any cooking operation involving combustible cooking media (frying vegetable or animal oils and fats) requires a Class K rated extinguisher, in addition to a 2A10BC rated fire extinguisher
- All fire extinguishers must have a current annual inspection

Propane:

- Each 10' x 10' tent may have two appliances that use propane (100 lbs. per appliance, 200 lb. max)
- Propane bottles must be placed securely at the rear of the tent for emergency access
 - Emergency access must not require entrance into the tent
- Fryers must be placed at the rear of the tent and NOT next to the propane bottle
- Spare propane bottles are not allowed in the tents
 - Designated area for spare and empty propane tanks must be established
- Propane appliances must have LPG stamped on their hoses

Grills & Pits:

- No grilling with charcoal or wood is allowed under any tented structure
- Any solid fuel appliances should have a cover (grills & pits)
- Outside BBQ pits with stacks must have a 5 ft. clear circumference from combustibles, a 15 ft. clearance above the stacks and a distance of 10' from any permanent structure
- Homemade LPG appliances will be inspected individually and may not be authorized without an engineer's certificate

FOR OFFICE USE

Date Received: _____ Amt \$ _____ Check # _____ Permit # _____

Received By: _____ Receipt # _____ Juris: COA Travis County Incorp City _____



Austin/Travis County Health & Human Services Department

Environmental Health Services Division

P.O. Box 142529, Austin, TX 78714

Phone (512) 978-0300 Fax (512) 978-0322

<http://www.austintexas.gov/departments/business-applications-and-guides>

Please complete our Environmental Health Services survey at www.surveymonkey.com/s/EHSDSurvey

Walk-in Location (not mailing address): 1520 Rutherford Lane, southeast entrance of Building 1, 2nd floor (NE corner of Rutherford Ln @ Cameron Rd)



TEMPORARY FOOD EVENT PERMIT APPLICATION

TEMPORARY FOOD EVENT PERMIT FEE SCHEDULE

(Based on the number of days of operation per food booth)

Number of Days	City of Austin	Travis County (Unincorporated)
2 or less calendar days	\$98.00	\$20.00
3 to 5 calendar days		\$30.00
6 to 14 calendar days	\$145.00	\$40.00

***Make checks payable to Austin/Travis County Health and Human Services Department or ATCHHSD**

EVENT INFORMATION

Name of Event: _____

Event Address: _____
Address City State Zip

Dates(s) of Event (must be consecutive days): _____
Start Date End Date

Hours of Operation (for each day): _____

**The food booth(s) shall be set-up and ready for an inspection at the hours listed under Hours of Operation for each day.*

Total # Food Booths: _____ Event Fee Exempt? Yes No (Social Services Contract w/COA or 501(c)(3) in Travis County)

APPLICANT INFORMATION

Name of Applicant: _____
First Name Last Name

Mailing Address: _____
Address City State Zip

Phone Number: () _____ E-mail Address: _____

Driver's License Number & State: _____ Date of Birth: _____

***** ATTACH A CLEAR COPY OF A VALID GOVERNMENT ISSUED PHOTO ID *****

All applications must be submitted to this Department 10 or more calendar days prior to the event to ensure adequate processing and review time. Permit applications submitted **less than 10 days** prior to the scheduled event may not be approved and will be subject to a **\$100.00 expedited review fee**. Fees shall be paid when the application is submitted.

APPLICATION SUBMISSION

Submit pages 1, 2, 3 & 4 (multiple submissions of pages 3 and 4 may be required) of this application with a clear copy of a valid government issued photo ID in one of the following ways 10 days prior to the event:

1.) In person at 1520 Rutherford Lane, southeast entrance of Building 1, 2nd floor, M-F from 7:45 a.m. - 4:30 p.m.

*Payments for events in unincorporated areas of Travis County may ONLY be submitted in person with cash/check with the application.

2.) Fax to (512) 978-0322

***Phone number (required) to process payment with a credit card:** (_____) _____

*Credit card payments may take up to two business days to process. The cashier will contact the number for a payment.

3.) E-mail to echu.service@austintexas.gov

***Phone number (required) to process payment with a credit card:** (_____) _____

*Credit card payments may take up to two business days to process. The cashier will contact the number for a payment.

PERMIT COMPLETION & PICK-UP

1.) After the payment has been received with a completed application this department will notify the applicant when the permit has been processed and is ready to be picked-up at our walk-in location.

2.) Walk-in Location: 1520 Rutherford Lane, southeast entrance of Building 1. M&W 7:45-11:30; Tue, Thurs & Fri 7:45-4:30

3.) Permits must be picked up at our office (no mailing or faxing of permits).

SIGNATURE OF APPLICANT

DATE

By signing this application, the applicant acknowledges that the permit being applied for is subject to Local/State Codes under which it is granted. Completing this application does not guarantee that a permit will be issued by this Department.

- Incomplete applications will delay or prevent permitting.
- No food establishment/event may operate without an approved permit issued by this Department.
- No refunds may be given for any reason after 180 days from the receipt of this application.
- "Rain-out" delays may be granted if notification is received 24 hours after cancellation.
- An individual or organization may only apply for four (4) events per year.
- Permits are non-transferable and must be picked up at our office (no mailing or faxing of permits).
- The event organizer (*not the individual booth operator*) is responsible for obtaining Temporary Food Permits for each booth at the event.

DEFINITIONS

Temporary Food Service Establishment is defined as service of food or open beverages at a location for no more than 14 consecutive days in conjunction with an organized event or celebration.

Booth is defined as a stall or partitioned stand used to present, prepare, or provide food to the general public.

FOOD AND BEVERAGE BOOTH INFORMATION

Please print and use additional sheets if necessary

1. Name of booth: _____
Type of foods/beverages to be served: _____
2. Name of booth: _____
Type of foods/beverages to be served: _____
3. Name of booth: _____
Type of foods/beverages to be served: _____
4. Name of booth: _____
Type of foods/beverages to be served: _____
5. Name of booth: _____
Type of foods/beverages to be served: _____
6. Name of booth: _____
Type of foods/beverages to be served: _____
7. Name of booth: _____
Type of foods/beverages to be served: _____
8. Name of booth: _____
Type of foods/beverages to be served: _____
9. Name of booth: _____
Type of foods/beverages to be served: _____
10. Name of booth: _____
Type of foods/beverages to be served: _____
11. Name of booth: _____
Type of foods/beverages to be served: _____
12. Name of booth: _____
Type of foods/beverages to be served: _____
13. Name of booth: _____
Type of foods/beverages to be served: _____
14. Name of booth: _____
Type of foods/beverages to be served: _____
15. Name of booth: _____
Type of foods/beverages to be served: _____
16. Name of booth: _____
Type of foods/beverages to be served: _____

TEMPORARY FOOD EVENT RESPONSIBLE PARTY IDENTIFICATION
NO HOME-PREPARED FOODS ALLOWED

This page is required to be signed and submitted by each booth operator that is a separate entity from the other booth operators. Please **PRINT** and use additional sheets if necessary.

I, _____, am the operator of the temporary food service booth named:
Print Your Name

_____ providing food at the following temporary event named:
Booth's Name from Page 3

_____ on this date, _____
Temporary Event Name from Page 1 **Date(s) of the Event**

Type of food/beverages to be served: _____

The food will be obtained from the following approved sources (check all that apply):

- I operate from/own a permitted food facility (such as a restaurant).

Food Facility Name: _____

Facility Address: _____
Address City State Zip

- I will purchase food from a permitted food facility (such as a grocery store or restaurant) on the day of the event and bring the food directly to the event. **I will maintain my receipts from the purchase on-site at the event for verification.**

Food Facility Name: _____

Facility Address: _____
Address City State Zip

Phone Number: (_____) _____

I hereby certify that I have received the guidelines for temporary food service requirements provided by the Austin/Travis County Health and Human Services Department and, _____.

Print Name of Applicant

I understand that, as a condition of my operation at this event, I am responsible to insure that these guidelines are strictly adhered to at all times. I will conform to these guidelines and insure that all individuals involved in this operation conform to these guidelines. Failure to do so may result in the immediate suspension of my operation at this event and may result in a complaint being filed against me in the Municipal Court of the City of Austin for a violation of these guidelines and the Code of the City of Austin. I understand that such a complaint might result in a fine of up to \$2,000 on conviction.

Signature: _____ **Printed Name:** _____

Today's Date: _____ **Phone Number:** _____

Mailing Address: _____
Address City State Zip

Driver's License Number & State: _____ **Date of Birth:** _____

TEMPORARY FOOD SERVICE CRITICAL ON-SITE REQUIREMENTS

The following are requirements for organizers and individuals involved in temporary food service operations in Austin and Travis County. A Temporary Food Service is service of food at a location for no more than 14 consecutive days in conjunction with an organized event or celebration. These requirements are based on the Texas Food Establishment Rules and have been adopted by the City of Austin and Travis County.

Violation of any requirement may result in an immediate closure; condemnation of food products or legal charges.

1. **For large events**, it may be necessary for the Event Organizer to meet with a Health Department coordinator one month prior to the event in order to properly plan food and sanitation facilities. The phone number is 512-978-0300.
2. **Complete Permit Application and submit required fee.** See payment schedule on application.
3. **Distribute copies of "Temporary Food Service Requirements"** at least one week prior to the event to the participants who will be serving or preparing food.
4. **Provide adequate toilet facilities** for both food service participants and the public.
5. **Provide adequate wastewater facilities for the disposal of wastewater** generated by the participants. Collected wastewater shall be held in separate screen-covered containers until properly disposed at a permitted, commercial kitchen or removed by a permitted liquid waste hauler. Discharges to the kitchen must be to a drain upstream of an adequately sized and regularly cleaned grease trap with a valid Wastewater Discharge Permit, where required. The disposal of any such waste to a facility other than the permitted and approved kitchen must be done using a licensed liquid waste hauler to transport the waste to a facility permitted to accept food service industrial waste.
6. **Provide adequate facilities for the disposal of used cooking grease** generated by the participants. Collected cooking grease should be held in closed containers. The participant shall make arrangements with a waste/grease recycling service or properly permitted recycling/disposal facility for the collection or disposal of this waste. **No dumping of any grease into portable toilets.**
7. **Provide adequate electrical supply** to all booths for the maintenance of proper food temperatures and adequate lighting.
8. **Provide refrigeration facilities** needed by the booths for maintenance of proper food temperatures. Refrigerators and refrigerated trucks shall be provided with interior lighting and thermometers.
9. **Provide adequate dust control and floor covering.**

PERMITTING MAY BE REQUIRED FROM OTHER DEPARTMENTS:

1. **If your event is occurring indoors**, check with Right-of-Way (ROW) Management to see if a "Temporary Change of Use" permit is required. You can contact ROW thru the City Operator @ "311".
2. **If your event is occurring outdoors**, a "Temporary Use Permit" must be obtained from the Development Assistance Center (DAC) located at 505 Barton Springs (One Texas Center) on the First Floor. Walk-ins are taken from 8 AM until 12 Noon.

TEMPORARY FOOD SERVICE REQUIREMENTS

The following requirements are for Temporary Food Service operations in Austin and Travis County and are based upon the Texas Food Establishment Rules, which have been adopted by the Austin City Code. A temporary establishment is the service of food at a location for a period of **no more than 14 consecutive days** in conjunction with an organized event or celebration. The Event Organizer is responsible for providing these requirements to each booth coordinator/vendors at least one week prior to the event. It is the responsibility of each individual food service booth to meet the following requirements:

Post at each booth a valid permit and booth guidelines issued by the Austin/Travis County Health and Human Services Department.

Critical operation requirements:

Failure to comply with the following requirements shall result in an immediate closure. Closure is in effect until the item(s) is corrected and verified by an authorized representative of this Department.

- 1. Keep potentially hazardous foods colder than 41 °F or hotter than 135 °F at all times.** Most hot foods should be initially heated to 165 °F within two hours and maintained at 135 °F. Leftover food intended for reuse needs to be rapidly cooled by placing food in shallow containers (depth of less than four inches) and refrigerating it uncovered. Cover refrigerated food as soon as the food has cooled to 41 °F.
- 2. Provide facilities to wash hands that includes:** hand soap, paper towels, container of warm water and a wastewater bucket. Water container must be designed with a spigot that allows the user to wash hands freely without continuously depressing the spigot or tilting the container. Following hand washing, gloves or a hand-sanitizer shall be used when handling ready to eat foods. Beneath the hand washing container shall be a bucket to collect wastewater. Collected wastewater must be disposed of in the wastewater barrels provided by the event organizer.
- 3. Provide utensil washing** if food preparation involves utensils. Provide three basins if no permanent facilities are on site. The first basin is for washing and has detergent wash water only. The middle basin is for rinsing and has only clean water (replace as needed). The third basin is for soaking utensils for 1 minute in a sanitizing solution of 50-100ppm chlorine (1 1/2 *teaspoons* bleach per gallon of clean water). Utensils are to be dried with air or paper towels only. Suggestion: conserve water and use only the amount needed to prevent wastewater barrels from overflowing. Keep utensil washing basins covered or beneath overhead protection. ***Remember the proper sequence: WASH, RINSE & SANITIZE!***
- 4. Utilize fuel or electricity for hot holding units.** Insulated containers with no active source of heat are not allowed. *Sterno is not permitted for outdoor events, unless properly hooded to prevent wind effects.* The Health Authority can pre-approve alternative means for maintaining temperatures. Wrapped sandwiches must not to be stored in direct contact with ice. Active refrigeration will be required for multiple day events.

Additional operational requirements:

- 1. Monitor food temperatures** with a metal stem-type thermometer. Thermometers should have a range of 0 °F-220 °F. Thermometers should be cleaned and sanitized between uses.
- 2. Use only cutting boards, utensils, equipment, food preparation and serving surfaces that are constructed of easily cleanable material.** Clean and sanitize these items frequently during the event. Table cloths can only be used if they are frequently replaced.
- 3. Use a different set of utensils and prep surfaces to prepare raw or partially cooked foods that are separate from the utensils and surfaces used to prepare fully cooked foods.**
- 4. Test sanitizing solutions with chlorine test paper.** Sanitizing solution shall be kept between 50-100 ppm chlorine. Test papers can be found at restaurant supply stores.
- 5. Use spray bottles of sanitizing solution** and paper towels to frequently wipe counters and to spot clean equipment.
- 6. Store ice for drinks or consumption in their original bag** in an ice chest during service. Ice bags shall be punctured underneath to allow drainage and open on the top to allow dispensing. Consumers shall not dispense their own ice for drinks. Ice shall be dispensed with scoops with handles. Nothing other than the ice scoop shall be stored in this ice.

- 7. Protect all foods, utensils and paper goods from exposure to dirt, dust and insects.** These items must be kept covered or wrapped to minimize exposure to potential contaminants. Keep cups wrapped in their original plastic sleeves until dispensed. **Thaw foods by placing them in a refrigerator** overnight, by covering them with ice in an ice chest that is constantly draining into a wastewater container, by placing them under cold running water, or by cooking them from completely frozen until fully cooked. Thawing foods at air temperature or in standing water is prohibited.
- 8. Provide only disposable utensils, plates, cups, knives, forks, spoons, etc. to consumers. Provide only condiments that are individually packaged or dispensed from an *approved* covered container.** Foil, plastic wrap, etc. do not provide adequate protection.

Structural operations

- 1. Collect drainage water** from ice bins, ice chests, beverage dispensers, hand & utensil washing, and similar equipment in buckets or pans for disposal in the wastewater barrels provided by the event organizer or in a sanitary sewer. Drainage must never be discarded on the ground.
- 2. Provide covered garbage containers with plastic liners.**
- 3. Provide floor covering** that will eliminate dust and be easily cleaned. Flooring must be in cooking, serving, food preparation, and utensil washing area. Approved floor coverings are concrete, asphalt, plywood, linoleum, clean cardboard that is replaced daily, overturned carpeting, or a surface approved in advance by the Health Authority.
- 4. Provide overhead covering** above food preparation, cooking, serving, and utensil washing area.

Food prepared outside the following parameters may be detained or discarded.

- 1. Serve only foods requiring minimum preparation** such as seasoning and cooking, or food specifically approved in advance by the Health Authority. All cutting, slicing, or chopping must be done in an approved facility.
- 2. Provide the name of the permitted food establishment where food preparation takes place.** Ice and food containing potentially hazardous foods (including, but not limited to: meat, fish, shellfish, poultry, eggs, dairy products, cooked beans, rice, potatoes) must be supplied from and prepared from a food establishment permitted by the Health Authority. **No home-preparation of food, beverages or ice is allowed.**