

Celebration of Freedom

Community Picnic and Fireworks Extravaganza

July 4th

At Southwest Baptist University campus

Hosted by the Bolivar Rotary Club

Vendor Registration Form

Please return this form by June 18th to:

Bolivar Rotary Club

PO Box 296

Bolivar, MO 65613-0296

Organization name:

Contact name:

Address:

Contact phone number:

Email Address(optional):

Do you need electricity for your booth? Yes No (plan up to a 50' extension cord)

List items that you intend to sell/promote:

Food Safety at Temporary Events

as published by The Food Sanitation Professional Development Group and provided by the Polk County Health Center

Civic celebrations and other similar events call for food service outlets to be set up out-of-doors or in locations where keeping foods safe and sanitary becomes a real challenge. This 14-step guide will help you keep your temporary event free of the risk of food poisoning.

1. **Permits.** Check with your local government agency about permits and code requirements.
2. **Booth.** Design your booth with food safety in mind. The ideal booth will have an overhead covering, be entirely enclosed except for a serving window and have only one door or flap for entry. Only food workers may be permitted inside the food preparation area; animals must be excluded from the booth area.
3. **Menu.** Keep your menu simple, and keep potentially hazardous foods (meats, eggs, dairy products, potato salad, cut fruits, and vegetables, etc.) to a minimum. Cook to order, so as to avoid the potential for bacterial contamination.
4. **Cooking.** Use a food thermometer to check cooking and cold holding temperature. Cook foods to the proper finish temperatures.
5. **Re-heating.** Heat foods to above the proper temperatures within 30 minutes. Avoid slow-cooking devices which may activate bacteria and never reach killing temperatures.
6. **Cooling and Food Storage.** Foods that require refrigeration must be cooled to 40 degrees as quickly as possible and held at that temperature until ready to serve. Check the temperature periodically to make sure the food is cooled properly.
7. **Transportation.** If food needs to be transported, keep it well covered and provide adequate temperature controls.
8. **Hand Washing.** Provision must be made for adequate hand washing on site. Disposable gloves can provide an additional barrier to contamination, but gloves are no substitute for hand washing.
9. **Health and Hygiene.** Only healthy workers should prepare and serve food. Workers should wear clean outer garments and should not smoke in the booth.
10. **Food Handling.** Avoid hand contact with raw, ready-to-serve foods and food contact surfaces. Use disposable gloves, tongs, napkins, and other tools to handle food.
11. **Dish Washing.** Use disposable utensils for food service. Keep your hands away from food contact surfaces and never re-use disposable ware. Use a 4-step sanitizing process for cleaning ware and utensils.
12. **Ice.** Ice used to cool cans and bottles should not be used in cup beverages. Use a scoop to dispense the beverage ice, not your hands.
13. **Wiping cloths.** Rinse and store your wiping cloths in a bucket of sanitizing solution. Change the solution every two hours.
14. **Insect Control and Wastes.** Keep foods covered to protect them from insects. Place garbage and paper wastes in a refuse container with a tight-fitting lid. Dispose of waste water in a sewer or public toilet.

*Retain a copy of these guidelines for your use at the event.
Our organization commits to follow these guidelines and will
post them in our booth for our workers to review and follow.*