



Public Health
Prevent. Promote. Protect.

Transylvania County
Department of Public Health

Festival Operator's Checklist

1. FOOD PROTECTION:

- Approved source: all food and ice from an inspected or approved source, properly labeled, receipts/invoices, in original packaging
 - Meats in ready-to-cook portions
 - **No salads with ingredients that are cooked and cooled can be made on-site**
 - Food heated at booth may not be sold or held for use on subsequent days or at future events
- Ice for drinks separate from ice for keeping foods cold, handled scoops
 - No ready-to-eat food in direct contact with ice
 - Non-mechanical coolers must have a drainage port
- Thermometer-accurate, metal stem-type (0-220 °F dial-faced or better)
- Sneeze guard or barrier for food exposed to customers
- Hair nets or caps
- Gloves, disposable and clean utensils (**No bare hand contact with food that is ready to eat**)
- Food preparation sink if produce will be washed at booth**
 - Warm/cold water under pressure, or
 - Container with unassisted free-flowing faucet or stopcock
 - Wastewater bin

2. UTENSIL WASHING:

- Three basins of sufficient size to wash, rinse and sanitize utensils
 - **wash water must be maintained at a minimum of 110F, all solutions maintained clean**
- Drainboard, table or counter space for air drying
- Water under pressure; and a method to heat water
- Wastewater bucket or tank
- Soap, sanitizer, sanitizer test strips

3. HANDWASHING FACILITY: Handwashing use only!

- 2-gallon container of warm water (or larger) with unassisted free-flowing faucet or stopcock
- Soap, single-use towels
- Wastewater tank or bucket

4. PHYSICAL FACILITY:

- Bottled water, containers and potable water hose labeled and used solely for potable water for water obtained on site
- Screening and/or fans for controlling flying insects
- Trash cans with lids, liners
- Tent, canopy or other weather proof cover; covering for grill or other cookers not under tent
- Ground cover if not set up on asphalt, concrete or similar floor.
- Crates, pallets, 2x4's etc. to store all equipment & food above the ground
- Wastewater collection tank or bucket with lid
- Waste grease container with lid suitable for hauling off site

5. DOCUMENTS:

- Letter from owner of permitted kitchen for food prepped away from booth
- Copy of permit from approved commissary or approval from regulatory authority for food prepped away from booth
- Copy of tax exempt letter for non-profit or political committee exemption