



NOTICE TO ALL TEMPORARY EVENT COORDINATORS

California Retail Food Code (CalCode) Section 113755 defines “Temporary Food Facilities” as a food facility approved by the enforcement officer that may be readily disassembled for storage or for transporting, and readily assembled to its original integrity at a different location, is easily movable, and operates at a fixed location for the duration of an approved community event or at a swap meet.

(CalCode) Section 113751 defines a Community Event as an event that is of a civic, political, public, or educational nature, including state and county fairs, city festivals, circus, and other public gathering events approved by the local enforcement agency. “Community Event” shall not include a swap meet, flea market, swap mall, seasonal sporting event, grand opening celebration, anniversary celebration, or similar functions.

(CalCode) Section 114381.1 requires that a permit shall be obtained by the person or organization responsible for facilities that are shared by two or more food facilities.

Temporary event coordinators operating in San Joaquin County shall meet the following requirements:

1. Submit a completed *Temporary Event Application* with a review fee of \$156.
2. The event coordinator shall be responsible for providing at least one toilet facility for every 15 employees within 200 feet of each temporary food facility. Each toilet facility shall be provided with hand washing facilities that have warm water, soap, and paper towels in dispensers. (Sections 113953, 113953.2, and 114359)
3. The event coordinator shall provide adequate cleaning and servicing facilities for the cleaning of temporary food facilities, restrooms etc. (Section 114361)
4. The event coordinator shall ensure that adequate liquid waste and solid waste disposal facilities are available for the vendors. (Sections 114244 & 114197)
5. If the event is selected for inspection, the event coordinator will be billed based on inspection time and day: **The billing scale is as follows: \$156 per hour during weekdays 8:00 a.m. to 5:00 p.m.; \$234 after 5:00 p.m. and on weekends and holidays.**
6. All applications shall include a site plan showing proposed location of the temporary food facilities, restrooms, janitorial facilities, shared utensil wash areas, and liquid and solid waste disposal sites. (Section 114381.2)



MANUFACTURERS OF FOOD BOOTHS

A & R BOOTH RENTAL
148 Crescent Avenue
Sunnyvale, CA 94087
(408) 739-0373
www.arbooths.com

SPECIAL EVENTS RENTAL
295 S. Vasco Rd,
Livermore, CA 94551
(408)294-5800 & (925)605-2900
www.bayareatents.com

A & L PRODUCTS
1900 Kinser Rd.
Ceres, CA 95307
(209) 538-1890 & (800) 955-8368
www.altent.com
www.FoodBoothTents.com

BOTTLED WATER COMPANIES

AERO PURE WATER
916 E. Victor Rd
Lodi, CA
(209) 464-8099

ARROWHEAD
(866) 869-4017

CALIFORNIA CLEAR
PO Box 981
Walnut Grove, CA 95690
(916) 776-1544

CENTRAL SAN JOAQUIN WATER
311 E. Main St
Stockton, CA
(209) 466-7952

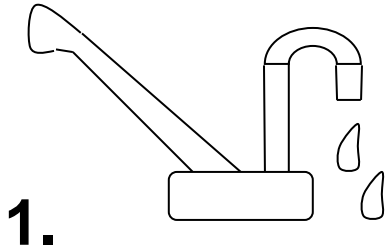
CULLIGAN WATER CO
1226 Enterprise Street #8325
Stockton, CA 95204
(209) 466-2501 & (888) 312-5589

BROOKFALLS WATER INC.
435 N. Yosemite St.
Stockton, CA
(209) 467-4426

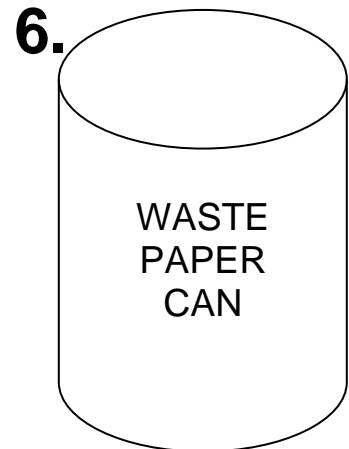
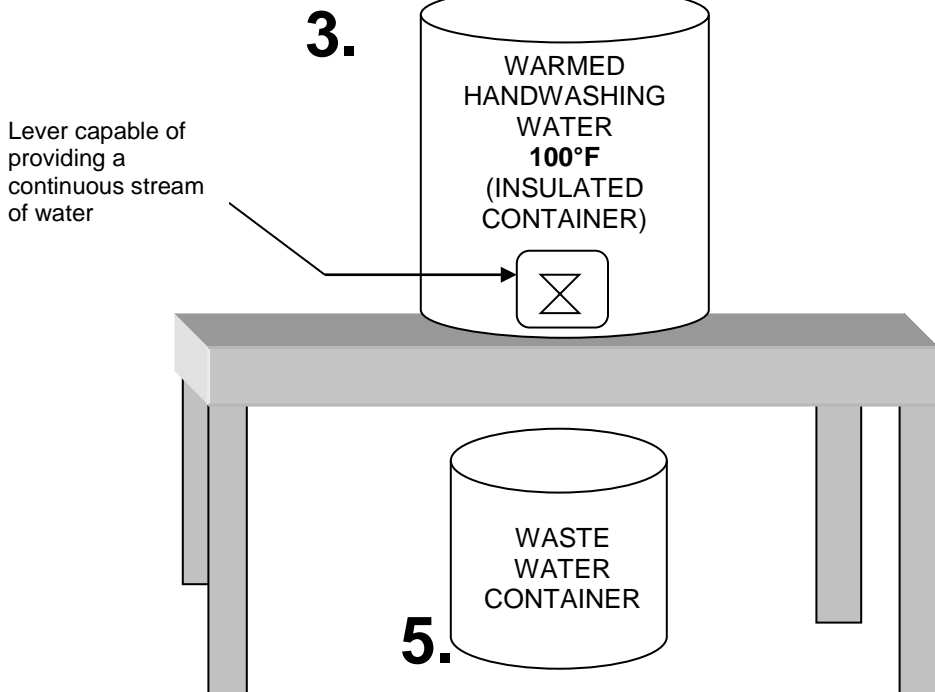
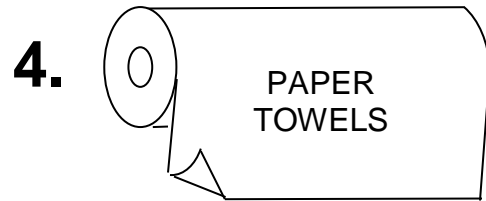
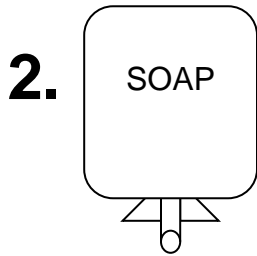
NOTE: These are the manufacturers and/or rental facilities that have submitted information to the San Joaquin County Environmental Health Department.



HOW TO MAKE AN ALTERNATIVE HANDWASHING STATION

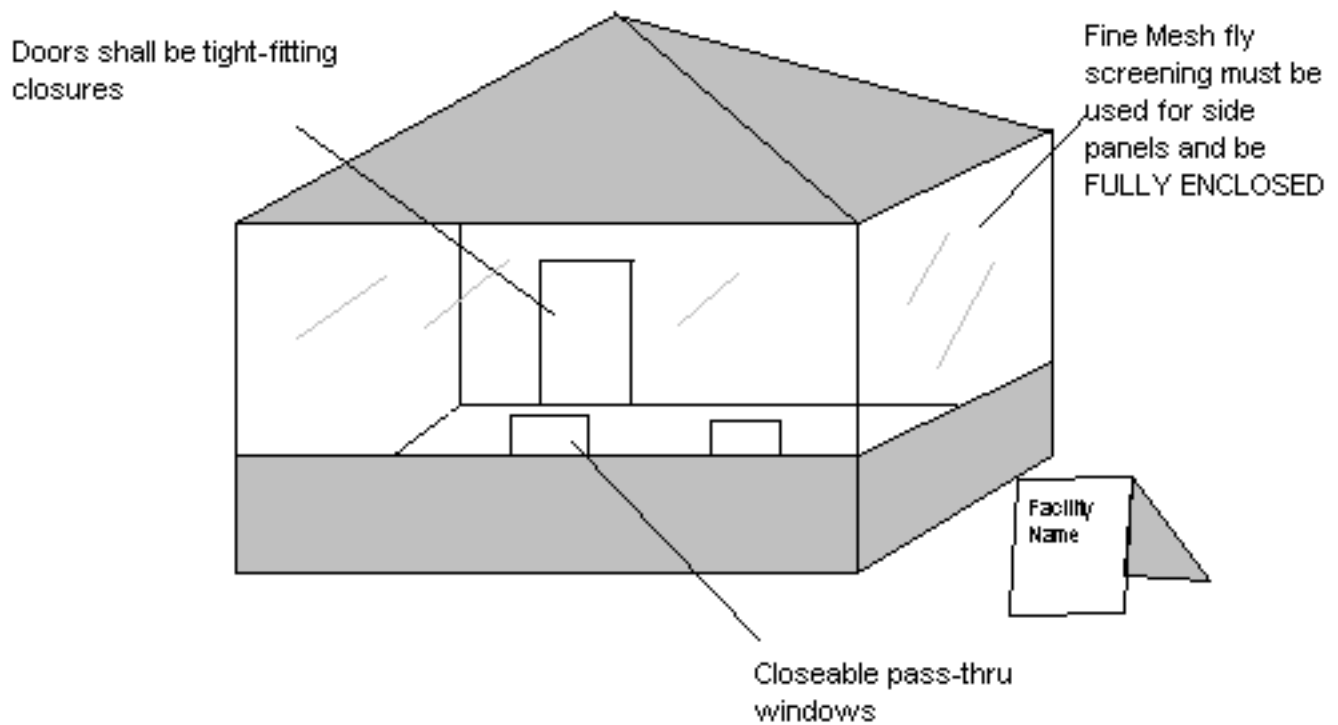


HEATED WATER FROM AN APPROVED SOURCE TO A MINIMUM OF **100° F**





EXAMPLE OF BOOTH CONSTRUCTION



NOTE: Roof and side panels may be plywood, fiberglass, plastic, or canvas board with wood or metal framing.



Temporary Food Booth Structure and Set-up

Except as noted below, the booth must be entirely enclosed with four complete sides, a top and a cleanable floor (pavement is acceptable).

1. Booths operating on grass or dirt must use plywood, tarp or similar material, for floor surfaces. (Section 114347)
2. Ceilings shall be smooth, durable, and readily cleanable. Screening shall only be acceptable as a ceiling material above cooking equipment when necessary for ventilation purposes. (Section 114349)
3. All food service openings shall be equipped with tight-fitting closures to minimize the entrance of insects. (Section 114349)
4. Grills and barbecues or other approved cooking equipment shall be separated from public access by using ropes or other approved methods to prevent contamination of the food and injury to the public. (Section 114341(c))
5. All food and equipment shall be stored inside the fully enclosed booth with the exception of outdoor BBQ facilities. Construction materials such as plywood, canvas, plastic, and fine-mesh fly screening (at least 16 mesh) may be used. Rental booths constructed as noted above, may be used when approved by the local Environmental Health Department.

Note: The only operations not requiring fully enclosed booths are those which sell beverages from approved dispensers, or food items prepackaged by a wholesaler or at an approved off-site kitchen. These items must be sold in the original packaging.

6. The name of the facility, city, state, zip code, and the name of the operator, if different of the name of the facility, shall be legible and clearly visible to patrons. The name shall be in letters at least 8 centimeters (3 inches) high and shall be of a color contrasting with the surface on which it is posted. Letters and numbers for the address may not be less than 2.5 centimeters (1 inch) in height. (Section 114337)
7. Inspection Report must be posted in public view upon receipt. (Section 113725.1)

These requirements have been established to be consistent with state and local health code requirements and are intended to assist you in providing safe and wholesome food to the public.



WHAT TO BRING THE DAY OF THE EVENT

1. A copy of your Temporary Food Vendor's Application
2. Probe thermometer (0°F - 220°F)
3. Three (3) deep (6-8 inch) tub for utensil washing or a 3-compartment sink
4. Detergent for utensil washing and bleach for sanitizing
5. One (1) tub for sanitizing
6. Bottled water (if not provided at site)
7. Water dispenser (i.e. bottled water container with spigot)
8. Bucket or basin for hand washing wastewater
9. Paper towels
10. Pump style soap dispenser (BAR SOAP IS NOT ALLOWED)
11. Trash container with liners (trash bags)
12. Serving utensils
13. Wiping cloths (cleaning towels)

WHAT TO EXPECT

1. **Post a copy** of your completed Temporary Food Vendor's Application in each booth.
2. **Maintain Hot Foods at or above 135° F** by use of the following methods:
 - a. Camp stove
 - b. Double steamer
 - c. Electric stove top
 - d. Sterno and hotel trays
 - e. Steam table
3. **Maintain Cold Foods at or below 45° F** by use of one of the following methods:
 - a. Ice chests
 - b. Refrigerator/Refrigerated truck
 - c. Ice bath and tubs
4. **Ensure that all food is thoroughly cooked** to the proper minimum temperature:
 - a. Ground meat - 155° F
 - b. Eggs and food with eggs - 145° F
 - c. Pork and single pieces of meat - 145° F
 - d. Poultry and stuffed meats - 165° F
5. **Re-heat foods to 165° F** before putting them in warming units.
6. **Check food temperatures** with a probe thermometer. Sanitize thermometer after each use.
7. **Wash hands** before preparing or handling food and after using the bathroom, smoking, or handling garbage.
8. **Keep all food preparation surfaces and utensils clean.** Wash and sanitize cutting boards and prep surfaces frequently.
9. **All foods** are to be prepared in an approved kitchen or on site (home kitchens are not allowed).
10. **Set up separate areas for utensil washing and handwashing:**

UTENSIL WASHING: Set up one (1) deep tub for wash water, one (1) tub for rinse water, and one (1) tub for bleach water - Mix one (1) capful or 1 tbsp of bleach to each gallon of water.

HANDWASHING: Dispense water from a container of water with spigots. Use a separate tub to collect wastewater. Use a pump style soap dispenser - NOT BAR SOAP
11. **Dispose of garbage** using plastic garbage bags.
12. **Keep all food protected.** Do not place food or food containers on the ground and keep covered.
13. **SMOKING** is not allowed in the food booth.
14. **Keep ICE FOR CONSUMPTION** in a separate ice bin. Do not store scoop inside ice bin.