

## TEMPORARY FOOD SERVICE EVENTS

A Temporary Food Service Event is any event of 30 days or less in duration where food is prepared, served, or sold to the general public.

The following guidelines for temporary events have been developed from Chapters 61C-1, 61C-4, Florida Administrative Code, and Chapter 509, Florida Statutes.

## LICENSING

A public food service establishment or other food vendor must obtain a license from the division for each temporary food service event in which it participates. Each temporary event shall be inspected by the division and any failure to meet minimum sanitation standards shall result in food service operations being discontinued until corrections are complete and verified by the division.

Sponsors of temporary food service events shall notify the division of the following items no less than three days prior to the scheduled event.

- 1) Type of food service proposed.
- 2) Time of the event.
- 3) Location of the event.
- 4) A complete list of food service vendor owners and operators participating in each event.
- 5) The current license numbers of all public food service establishments participating in each event.

Notification may be completed by telephone, in person, or in writing. A public food service establishment or food service vendor may not use this notification process to circumvent the license requirement.

The division shall keep a record of all notifications received for proposed temporary food service events and shall provide appropriate educational materials to the event sponsors.

## FEES

Temporary public food service establishments and vendors are to pay the following license fees at the time of their licensing:

1-3 day event	\$91.00
4-30 day event	\$105.00
Annual	\$1,000.00

The division does not accept cash payments for fees at temporary events. The division will accept cashier's checks, money orders, or other certified payments.

## EXEMPTIONS FROM TEMPORARY EVENT LICENSE

Public food service establishments holding current licenses from the division may operate under the regulations of those licenses at temporary food service events of three days or less in duration.

Any public or non-profit school, church, religious, fraternal, or civic organization which operates a carnival, fair, or other celebration, by whatever name known, which is in operation for three days or less, and which includes the sale and preparation of food and beverages must notify the local county health department of the proposed event. These types of organizations will be exempt from licensing, regulations, and inspection by the Division of Hotels and Restaurants.

## FIRE SAFETY

A minimum 2A-10BC classification fire extinguisher is required at temporary food service events. A minimum 40BC is required if producing grease-laden vapors.

A standard, state-approved service tag shall be attached to each extinguisher and a person holding a valid state permit issued by the state fire marshal shall recharge or inspect the extinguisher and shall prepare the tag to include all necessary information.

## PERSONNEL

Unless otherwise approved, bare handed employees must use suitable utensils such as deli tissue, spatulas, tongs, single-use gloves, or dispensing equipment when handling food.

Most pathogenic bacteria that cause foodborne illnesses are transmitted to foods by food service workers. That is why it is so important that employees maintain high standards of personal cleanliness. All personnel must wash hands prior to beginning work, when returning to work after any break in food preparation activities, or any time their hands become soiled.

Smoking is prohibited in food preparation areas.

Personnel shall wear clean outer garments and effective hair restraints.

All personnel shall be free of open sores and skin infections, respiratory infections, upset stomach, diarrhea, or other communicable diseases.

## FACILITIES

Specific requirements for the physical facility where the food service activity is to be conducted shall be based on the type of food that is to be prepared or served, the length of the event, and the extent of food preparation that is to be conducted at the temporary facility.

- 1) Overhead protection shall be provided at all food service operations when food is prepared or portioned on the premises.
- 2) In a temporary food establishment that is graded to drain, a floor may be concrete, machine-laid asphalt, or dirt/gravel if it is covered with mats, removable platforms, duckboards, or other suitable approved materials that are effectively treated to control dust and mud.
- 3) Walls and ceilings may be constructed of a material that protects the interior from the weather and windblown dust and debris.

- 4) When potentially hazardous food is prepared at events of 4-30 days in length, the physical structure where the food preparation occurs shall be protected against flying insects and other vermin by:
  - a) 16 mesh to 1 inch screens;
  - b) properly designed and installed air curtains; or
  - c) other effective means.
- 5) When the necessary washing and sanitizing of utensils and equipment is conducted at an approved commissary or food service establishment, a utensil washing sink will not be required. However, an adequate supply of spare preparation and serving utensils must be maintained on the premises in case the original utensils become soiled.
- 6) Soap and single-service towels must be made available for handwashing and hand-drying.

## WATER

All food service operations which prepare food on the premises shall provide an adequate supply of potable water for purposes of cleaning and employee handwashing. An adequate supply may be provided in clean portable containers equipped with on/off valves.

Steam used in contact with food or food contact surfaces shall be free from any materials or additives.

## SOLID AND LIQUID WASTE

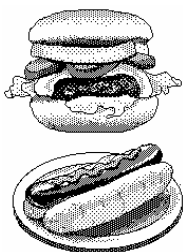
All garbage and rubbish shall be removed from premises with sufficient frequency to prevent nuisance conditions and shall be disposed of properly in tight-fitting covered containers.

Sewage shall be disposed of in a public sewerage system or other approved sewerage system.

## TO PREVENT FOODBORNE ILLNESS

- Obtain foods from an approved source. Home prepared food is not allowed.
- Wash hands thoroughly before and after handling foods.
- Maintain hot foods at temperatures of 135° Fahrenheit or above.
- Maintain cold foods at temperatures of 41° Fahrenheit or below.
- Cook ground beef to a minimum of 155° Fahrenheit.
- Cook chicken to a minimum of 165° Fahrenheit.
- Take frequent food temperatures.
- Heat foods quickly and cool foods rapidly.
- Keep raw and cooked foods separate.
- Thaw foods properly: completely submerged under running water not longer than four hours, as part of a cooking process, or through refrigeration.
- Use single service articles wherever possible.
- Keep foods covered and protected from dust, dirt, insects, vermin, and human contamination.
- Minimize handling of foods before, during, and after preparation.
- Do not store food directly in contact with ice used for beverages.

- Do not use swollen, leaking, or damaged canned goods.
- Store all food product and equipment at least six inches off the ground.



**When in doubt, throw it out!**

#### ITEMS REQUIRED AT A TEMPORARY EVENT

- Sanitizer
- Probe thermometer
- Chemical test strips (for measuring sanitizer concentration)
- Hair restraints
- Adequate supply of back up utensils
- Adequate supply of potable water
- Soap and single service towels
- Fire extinguisher (properly tagged and correct type)
- Adequate facilities and equipment to maintain food at the proper temperatures
- Adequate protection from flying insects, vermin, dust, and dirt
- Adequate protection for food displayed, prepared, or stored

## Division of Hotels and Restaurants District Offices

850.487.1395

### District 1 - Miami

Suite 111  
Augusta Building  
8685 NW 53 Terrace  
Miami, FL 33166-4519

Counties: Dade, Monroe

### District 2 - Margate

Suite A  
5080 Coconut Creek Parkway  
Margate, FL 33063-3942

Counties: Broward, Martin, Palm Beach

### District 3 - Tampa

Suite 520  
Bromley Building  
3725 West Grace Street  
Tampa, FL 33607-4826

Counties: Citrus, Hernando, Hillsborough, Pasco, Pinellas, Polk, Sumter

### District 4 - Orlando

Suite 802, North Tower  
Hurston Building  
400 West Robinson Street  
Orlando, FL 32801-1757

Counties: Brevard, Indian River, Lake, Orange, Osceola, St. Lucie, Seminole, Volusia

### District 5 - Jacksonville

Suite 610  
7960 Arlington Expressway  
Jacksonville, FL 32211-1421

Counties: Alachua, Baker, Bradford, Clay, Columbia, Dixie, Duval, Flagler, Gilchrist, Hamilton, Lafayette, Levy, Marion, Nassau, Putnam, St. Johns, Suwannee, Union

### District 6 - Panama City Beach

Beach Shopping Center  
7946 Front Beach Road  
Panama City Beach, FL 32407-4817

Counties: Bay, Calhoun, Escambia, Franklin, Gadsden, Gulf, Holmes, Jackson, Jefferson, Leon, Liberty, Madison, Okaloosa, Santa Rosa, Taylor, Wakulla, Walton, Washington

### District 7 - Fort Myers

Suite 104  
4100 Center Pointe Drive  
Fort Myers, FL 33916-9460

Counties: Charlotte, Collier, DeSoto, Glades, Hardee, Hendry, Highlands, Lee, Manatee, Okeechobee, Sarasota

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# GUIDE TO TEMPORARY FOOD SERVICE EVENTS

*For Florida's  
Public Food Service  
Establishments*



**Division of  
Hotels and Restaurants**

Department of **Business &  
Professional Regulation**

[www.MyFlorida.com/dbpr](http://www.MyFlorida.com/dbpr)