## Temporary Food Stand Requirements

### Before the Event
- Read temporary food stand policy and requirements
- Apply for temporary food license or authorization
- Receive license and/or authorization from Environmental and Occupational Health and UW Risk Management

### Train Volunteers
- Handwashing: where to wash hands, when to wash hands, how to wash hands
- Bare hand contact with food is prohibited. Instead, use disposable gloves, utensils, deli paper, etc.

### Set Up the Event
- Set up handwashing station
- Distribute trash bins

### During the Event
- Keep cold food cold (≤41°F) using coolers
- Keep hot food hot (≥135°F) using chafing dishes or electric hot hold units*
- Keep raw meat in a separate cooler

### After the Event
- Wipe everything down with sanitizer wet wipes
- Dispose of trash and waste water in approved places

### Supplies

<table>
<thead>
<tr>
<th>Required Supplies</th>
<th>Additional Supplies for Grilling Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>Temporary food license or authorization</td>
<td>All items from the “Required Supplies” Checklist</td>
</tr>
<tr>
<td>Disposable gloves/deli paper/napkins</td>
<td>Handwashing station</td>
</tr>
<tr>
<td>Extra serving utensils</td>
<td>Coolers with ice (one for raw meat, one or more for other food)</td>
</tr>
<tr>
<td>Hats or hair restraints</td>
<td>Hot holding equipment (chafing dishes, etc.)</td>
</tr>
<tr>
<td>Trash cans</td>
<td>Metal stem thermometer</td>
</tr>
<tr>
<td>Coolers with ice (if applicable)</td>
<td>Fire extinguisher</td>
</tr>
</tbody>
</table>

### Event Checklist

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<th>Before the Event</th>
<th>Train Volunteers</th>
<th>Set Up the Event</th>
<th>During the Event</th>
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<td>Distribute trash bins</td>
<td>Keep hot food hot (≥135°F) using chafing dishes or electric hot hold units*</td>
<td>Dispose of trash and waste water in approved places</td>
</tr>
<tr>
<td>Receive license and/or authorization from Environmental and Occupational Health and UW Risk Management</td>
<td>No eating or drinking in your food prep and service areas</td>
<td>Store food 6” off of the ground (use milk crates, boxes, etc.)</td>
<td>Keep raw meat in a separate cooler</td>
<td>Discard unused food</td>
</tr>
</tbody>
</table>

*see chart on back for cooking temps
Handwashing Station

**SET UP**

- Jug of water with free-flowing spigot
- Hand soap
- Paper towels
- Bucket to catch dirty water
- Trash bin for used paper towel

**USE**

**WHEN**

- Before: handling food
- After: handling money
- using the restroom
- taking a break
- coughing or sneezing
- touching raw meat, or anything that may contaminate your hands

**WHERE**

At your handwashing station. Washing your hands at a nearby building does not replace washing your hands at your handwashing station.

**HOW**

- Wet Hands
- Scrub with soap for 15 seconds
- Rinse
- Dry with paper towel

**FOOD COOKING TEMPERATURES**

- **≥165°F** for at least 15 seconds: Poultry, ground poultry, reheated dishes made from previously cooked foods
- **≥155°F** for at least 15 seconds: Ground beef, ground pork, raw bratwurst, raw fish sticks or patties, tenderized or marinated meat, eggs that will be hot held
- **≥145°F** for at least 15 seconds: Eggs that will be immediately served, seafood, beef steaks, pork steaks
- **≥135°F** for at least 15 seconds: Commercially precooked food (such as hot dogs), plant-based food