

# Pre-Opening/Daily Self-Inspection Checklist

## Guidelines for Temporary Events



Event \_\_\_\_\_ Date \_\_\_\_\_

Organization \_\_\_\_\_

Vendors **MUST** ensure that the requirements of the guidelines and regulations have been met and that facilities and equipment are in place to help provide safe food products for your customers.

Check off the items that are in place. Take steps to provide the items not yet in place.  
Refer to the guidelines for detailed requirements:

- Type of foods to be served have been approved by a public health officer
- Booth structure limits contamination of foods and public access
- Adequate food handler training personnel present
- Foods transported, stored, and displayed at proper temperatures (cold<4C, hot>60C)
- Foods stored in a manner that prevents contamination (covered, off the ground)
- Food probe thermometers available to check internal temperatures of food
- Thermometers present for each cooler/refrigerator
- Proper handwashing facilities
- Sufficient number of utensils for event
- Equipment in proper working order
- Adequate potable water supply
- Toilet facilities available
- Adequate power supply/backup
- Adequate solid waste disposal
  - garbage
  - recyclables
  - compostables

### Additional Notes

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