

## Hygienic Practices

**Wash hands** at required times (before starting work, before donning or changing gloves, after returning from restroom, after coughing, sneezing, or touching clothing or hair, after handling any raw animal foods, after using chemicals, and at any other time hands become contaminated or tasks are changed).

**Provide adequate water, soap and paper towels**, and catch bucket to allow for proper hand washing for duration of event. Catch bucket should be at least 5 gallons and must be disposed of in an approved receptacle or location. Disposing on the ground or in storm drains is prohibited.

**Provide gloves and/or utensils** to prevent bare hand contact with ready-to-eat foods. Bare hand contact with ready to eat foods is prohibited.

**Utensils** shall be continuously used for no more than 4 hours. Bring enough supplies to use new utensils every 4 hours. All dish washing must be done at commissary.

**Wiping cloths** must be stored in sanitizer solution, and test strips must be onsite

## Control Temperatures

**Cold foods** shall be kept at **41 °F** or below. Coolers must be hard, non-absorbent, and have a drain.

**Hot foods** shall be kept at **135 °F** or above. Sternos as a heat source are not permitted.

**Transport** all foods to and from the event at the proper hot or cold temperature.

**Reheat** all previously cooked foods to at least 165 °F quickly within 2 hours.

**Always have a thermometer** capable of reading 0°-220° F (thin mass thermometer required if serving thin foods such as hamburgers, chicken wings, deli meats, etc.).



## 2022 Temporary Event Vendor Guidelines



**Weld County Department of Public Health and Environment**

**970-304-6415**

**HE-tempevents@weldgov.com**

**Please visit [WeldGov.com](https://www.weldgov.com) and search "Temporary Events" for applications and more information.**

## 2022 License Types and Fees

| Pre-Packaged   |              |               |
|--|--------------|---------------|
| <ul style="list-style-type: none"> <li>Sale or service of only foods that are brought to the event fully packaged in a commercial kitchen</li> <li>Examples: wrapped burritos, individually packaged pizza slices, sandwiches in clamshell containers</li> <li>Condiments for customer self-service are allowed</li> </ul> |              |               |
| Full Service   |              |               |
| <ul style="list-style-type: none"> <li>Sale or service of any open foods that are prepared, handled, or assembled onsite</li> <li>Examples: Cooking, reheating, assembling sandwiches, blending mixed drinks</li> </ul>  |              |               |
| Fees   |              |               |
| License Type   | Single Event | Calendar Year |
| Pre-Packaged   | \$100        | \$270         |
| Full Service   | \$150        | \$385         |

## Conditions for All Vendors

No cooling will be permitted on site at any temporary/special event.

Washing, slicing, dicing, and other extensive food preparation is only permitted in a commissary kitchen or enclosed mobile unit.



Food must be transported at proper hot or cold temperatures (below 41 °F or above 135 °F)

Time as a public health control must be pre-approved.

If operating at a recurring event (series events such as movies in the park, farmer's market, etc.), only a calendar year license will be approved.

Additional requirements may apply based on menu.

## Use of Commissary

When required, a commissary must be used for all produce washing and warewashing. Preparing foods or washing produce, utensils, and equipment on-site or in a private residence is prohibited. The commissary shall be within 30 minutes/miles unless approved otherwise.

## Certified Food Protection Manager

Full service calendar year operations are required to have a certified food protection manager. A certificate for this person must be kept on-site during operations. Please see our website for a list of accredited companies to obtain certification from.

**Effective 2020, all applications must be submitted online. Applications are due no later than 14 days prior to the event. Late applications may not be reviewed, or may be charged a rush fee as time allows.**

