



COUNTY OF RIVERSIDE

DEPARTMENT OF ENVIRONMENTAL HEALTH

(888)722-4234 • RIVCOEH.ORG

COMMUNITY EVENT FOOD FACILITY - OPERATOR'S AGREEMENT FORM

Applying for: ☐ Annual Temporary Food Facility ☐ Single Event Temporary Food Facility

For Single Event TFFs only - Name of Event: _____

- Return this completed form to the Event Organizer at least 2 weeks prior to the event.

Name of Community Event Food Facility:	
Name of Person in Charge of Temporary Food Facility:	Cell Phone #:
Email:	Driver's License or ID #/DOB (<u>attach copy of ID</u>):

CHECK THE TYPE OF OPERATING SET UP- BOOTH OR MOBILE FOOD FACILITY

Food Booth (Check one below)	Mobile Food Facility (MFF) (Truck or Trailer) (Check one below)
☐ Unpackaged food/beverage preparation requirements: - Overhead protection and fully enclosed 4 walls- fire resistant/retardant mesh walls/screen with pass-thru windows. - Ground covering/tarp (if over grass or dirt). ☐ 100% prepackaged foods requirements: - Overhead protection <i>"Prepackaged food" means any properly labeled processed food, prepackaged to prevent any direct human contact with the food product upon distribution from the manufacturer, a food facility, or other approved source. OPERATORS THAT OPEN OR POUR BEVERAGES ARE CONSIDERED UNPACKAGED FOOD VENDORS.</i>	☐ Riverside County Mobile Food Facility: - Provide permit number PR#: _____ (attach a copy of your permit) ☐ Out of County Mobile Food Facility: - County name: _____ (attach a copy of your permit) ☐ Event-only Mobile Food Facility

For Both Food Booth & Mobile Food Facility: - I agree to post a sign that is legible and easily visible to patrons with the following information: the name of facility in at least 3-inch-high lettering, the city, state, zip code, and name of the operator in at least 1-inch-high lettering. - I will ensure that any pass-through windows will not be larger than 216 square inches and will be at least 18 inches apart.	Initials
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FOOD SAFETY

List all food menu items (including drinks) or attach sample menu:
List all equipment (i.e., coolers, grills, warmers etc.):
Note: Any cooking/storage/dispensing of foods outside of the MFF or enclosed booth, is dependent on the type of food/equipment and method of dispensing to prevent contamination and may not be allowed at the event due if extreme weather or other environmental factors arise that present a risk to food safety.

Initials

THIS IS PAGE PERTAINS TO UNPACKAGED FOOD BOOTHS AND MFFS

I agree to purchase and prepare all food and drinks on the day of the event and maintain receipts on-site for inspection purposes, **unless otherwise discussed and approved by Environmental Health (EH)**. I will contact EH if there are any significant changes to menu/operation prior to the event to ensure health standards are met. **No food or beverage preparation may occur at an unapproved location, such as a private residence, except permitted Cottage Food Operations (CFO).** I understand that food or beverages found to have been prepared at an unapproved location may be discarded at the discretion of the EH at the time of inspection.

Check all locations where food will be prepared:

- ☐ Permitted CFO (attach a copy of your permit)
 ☐ Permitted Food Facility (attach [Shared Facility Agreement](#))
 ☐ On-site at the event

I understand that **ALL** potentially hazardous foods (PHF) shall be held at or below 45°F or at or above 135°F. At the end of the operating day, I agree to discard any PHF held above 41°F. I agree to provide adequate cold and hot holding equipment to ensure proper temperature control is maintained.

Initials _____

I will use reference thermometers in all cold or hot holding equipment and provide at least one probe thermometer to check internal food temperatures and/or cooking temperatures.

Initials _____

I agree to flush and sanitize any potable water tanks, pumps and hoses before and after periods of non-use that may be used for my operation (i.e., handwash station)

Initials _____

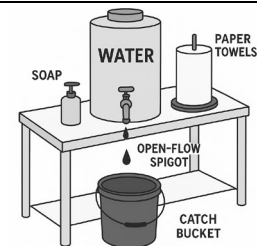
HANDWASH STATION

For facilities with any unpackaged food or beverages (including beer/wine gardens, sampling, etc.) I agree to provide a properly stocked handwash station as described below and maintain the handwash station inside my booth at all times.

Initials _____

Each Handwash Station shall have:

- Liquid soap with a pump dispenser
- Paper towels
- Potable water container with a free-flowing spigot with warm water (100F-108F)
- Catch basin for wastewater (to be disposed of in a sanitary sewer)



Gloves and hand sanitizer are not a replacement for handwashing

CLEANING

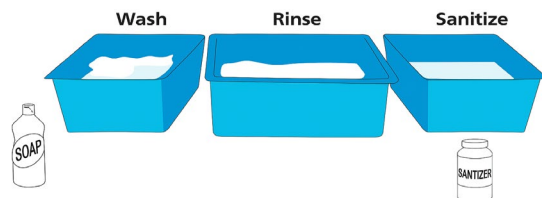
I agree to wash food equipment in warm soapy water (**minimum 100°F**), rinse, fully submerge it in a sanitizer container sized to fit my largest piece of equipment, and air dry. I will use either unscented food-grade chlorine sanitizer (**100ppm, 30 seconds contact time**) or quaternary ammonia sanitizer (**200ppm, 60 seconds contact time**) with the proper corresponding test strips to check concentration levels. I understand that with an event under four hours I may bring extra utensils, however, I am responsible to ensure that I have enough utensils to sustain my operation.

Initials _____

Chlorine Test Strips



Quaternary Ammonia Test Strips



ACKNOWLEDGMENT

By submitting this form, I agree to adhere to the health and safety requirements to operate at a Temporary Food Facility. If at any point I am not able to meet the above requirements as well as those described in the Temporary Food Facilities Operator's Guide ([English/Español](#)), I shall stop operating until minimum health standards are met. I understand that failure to do so could result in my booth closure by the event coordinator or EH representative and may be subject to further enforcement action (hearing, citation, etc.).

Applicant Signature: _____

Date: _____

For Office Use Only

Approved By: _____

Date: _____