



BRUNSWICK COUNTY ENVIRONMENTAL SERVICES

Checklist for Temporary Food Establishment Vendors

The following is a checklist to assist a vendor in setting up a Temporary Food Establishment (TFE). All Items on the checklist are necessary to obtain a permit for a TFE, however, additional requirements may be applicable. All applications must be submitted to the Brunswick County Environmental Services Department at least 15 days prior to the date of the event.

Employee Requirements

- Gloves
- Employee Health Policy Agreement
- Hat, hair net or visor

Tent/Weather Proof Structure/Canopy

- Canopy over entire operation (smokers are not required to be under a canopy)

Fly Protection

- Fans, screens or walls

Ground Covering

- Protection from dust/mud (in the absence of concrete, asphalt or grass)

Water Supply

- Approved Source
- Drinking water hose(s)
- A means to heat water

Waste Water Disposal

- Buckets/grey water containers
- Disposal in approved sewage system or Port-A-Johns[®]

Hand washing station

- At least 2 gallons of hot water under pressure
- Free-flowing faucet
- Soap and disposable paper towels
- Wastewater catch bucket

Approved/Protected/Secure Food

- Approved source/invoices
- Food storage above the ground
- Separate vegetable washing sink (when preparing/serving ready-to-eat vegetables)

Food Temperatures

- Accurate food thermometer
- Cold holding: refrigeration/freezer/coolers with ice and a drain
- Hot holding equipment

Food Shields/Customer Barriers

- No food exposed to customers
- Approved self-service condiments

Lighting (for night time operations)

- Shielded above food/preparation

Utensil Washing

- 3 basins (large enough for utensils)
- Drain board or counter space for air drying
- Soapy water, rinse water, sanitizer
- Sanitizer test strips