If you will be serving food at an event, even at no charge, you likely will be required to have a Temporary Food Service Establishment permit. This brochure provides information about New York State requirements for Temporary Food Service Operators at events.

**REQUIRED**

**KNOW WHAT PERMITS YOU NEED**

Check with your local health department early in your event planning to discuss temporary food service establishment requirements (www.health.ny.gov/EnvironmentalContacts) and to obtain any permit(s) you might need. Allow 3-4 weeks for processing permit applications.

**SPECIFIC REQUIREMENTS FOR FOOD PREPARATION AND STORAGE**

- Food must be prepared on site or in a health department-approved kitchen.
- Home prepared foods are not allowed.
- On-site food preparation should be limited to seasoning and cooking.
- All food must be kept covered while in holding or on display.
- During any transport, proper hot/cold holding temperatures must be maintained.
- All food must be stored at least 6 inches off the ground and placed in food safe containers.

**TIPS & INFO**

**TIPS TO REMEMBER**

- Check with your local health department early in your event planning to review all requirements.
- Follow all food handling, preparation, and storage requirements.
- Make sure food is cooked to specified cooking temperature requirements (Subpart 14-2).
- Follow proper procedures to keep food hot or cold.
- Use food thermometers to check cooking and holding temperatures.
- Be sure to use an approved water supply source when preparing food.
- Hand hygiene is important! Wash your hands often, wear your gloves, and change gloves when needed.
- Follow dishwashing procedures.
- Keep garbage in lined containers.
- Keep floors, food preparation, and storage areas clean.

**GET MORE INFORMATION**

Temporary Food Service at Events
www.health.ny.gov/TempFood

Contact Your Local Health Department
www.health.ny.gov/EnvironmentalContacts

The complete regulatory requirements for Temporary Food Service Establishments can be found in Subpart 14-2 of the New York State Sanitary Code
**FOOD**

**COOKING/HOLDING TEMPERATURES**

(See Subpart 14-2 of the New York State Sanitary Code for cooking details)

<table>
<thead>
<tr>
<th>Food</th>
<th>Cooking Temperatures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Poultry</td>
<td>165° F</td>
</tr>
<tr>
<td>Ground Meats</td>
<td>158° F</td>
</tr>
<tr>
<td>Pork</td>
<td>150° F</td>
</tr>
<tr>
<td>Eggs</td>
<td>145° F</td>
</tr>
<tr>
<td>Other Food</td>
<td>140° F</td>
</tr>
<tr>
<td>Beef</td>
<td>130° F</td>
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</tbody>
</table>

**WASTE WATER**

All waste water must be disposed of in a sanitary sewer, an approved septic system, or in a holding tank.

**COLD STORAGE**

(Cold Holding must be 45°F or below)

- Cold storage food must be kept in refrigerators and coolers.
- Accurate thermometers (± 2°F) must be in all refrigerators and coolers.
- Ice being used to chill foods cannot be used in beverages.

**DRINKING WATER**

All water used for drinking, preparing food, and making ice must be from these sources:

- A municipal public water supply,
- A NYS or county approved water supply, such as from a restaurant, or
- Certified bottled water.

**HAND WASHING**

- All food handlers must be free of illness, infections, open cuts, or sores.
- Hand washing facilities must be available, conveniently located on site, and include warm water, soap, and disposable paper towels as shown.

**Proper Hand Washing Procedure**

1. Wet hands with warm water.
2. Add soap. Scrub hands and wrists for 20 seconds.
3. Rinse hands.
4. Dry with single use paper towel.

**Glove Use**

Use gloves, utensils, deli paper, waxed paper, or napkins to prevent bare hand contact with all foods ready to be served to the public.

Always change gloves if they get ripped, torn, or contaminated. Contamination can occur after using the bathroom, smoking, coughing, sneezing, and in between preparing raw and cooked foods.

Food workers’ hands must be washed thoroughly and be cleaned before wearing new gloves.

**COOKING/HOLDING TEMPERATURES**

<table>
<thead>
<tr>
<th>Food</th>
<th>Heating and Holding Temperatures</th>
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| “F             | Reheating
| Poultry       | 165° F minimum                   |
| Ground Meats  |                                  |
| Pork          | 150° F                           |
| Eggs          | 145° F                           |
| Other Food    | 140° F                           |
| Beef          | 130° F                           |

**HOLDING TEMPERATURES**

- Hot Holding: 140° or above
- Cold Holding: 45° or below

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**KEEP AREA CLEAN**

- The ground within the food preparation and food storage areas must be kept clean, and measures should be taken to prevent build-up of dust or mud.
- Place all garbage into trash containers with plastic bag liners.

**A dishwashing station should be set up using the three sink method and sanitizing solution as shown.**

**Sanitizing solution for dishwashing**

1 teaspoon of household bleach per 1 gallon of water. Use chlorine test strips to ensure the concentration is 50 - 100 parts per million (ppm).

**DISHWASHING**

**WASH**

- Use warm water with detergent

**RINSE**

- Use clean water

**SANITIZE**

- Use a solution of warm water and one of the following:
  - 50 PPM Chlorine
  - 200 PPM Quaternary Ammonia

**A food thermometer (accurate to ± 2°F) must be on site and used to check cooking temperatures and hot/cold holding temperatures. Typical thermometers read from 0°F - 220°F**