

## **TFF Concessionaire Operating Requirements & Checklist**

As a Temporary Food Facility (TFF), you are responsible for submitting the TFF Application to the event sponsor. You are also responsible for ensuring food safety inside your booth. The checklist below will help you organize your efforts. Additionally, the Temporary Events Coordinator will answer any questions you have regarding requirements, regulations, and proper food handling at TFFs in the City and County of San Francisco.

### **1. Food Booth Construction:**

- Provide the name of the facility, city, state, zip code, and name of the operator legibly and clearly visible to patrons. The facility name shall be in letters at least three inches high and be of a color contrasting with the surface on which it is posted. Letters and numbers for the city, state, and ZIP Code may not be less than one inch in height.
- Separate grills and barbecues or other approved cooking equipment from public access by using ropes or other approved methods to prevent contamination of the food and/or injury to the public.
- Provide overhead protection for all food preparation, food storage, and warewashing areas. Bring an extra umbrella or tenting if necessary to protect coolers or other tables near grill area.
- Provide enough tables or shelving to keep all food and food contact items off the floor.
- Provide floors constructed of concrete, asphalt, tight wood, or other similar cleanable material. If you're set up on the grass, place tarp or other flooring to cover ground in booth.
- Check the amount of power (number of Amp's) you need to operate your equipment and lighting and verify with the event organizer that your booth will have that amount of power available.

### **2. Food Handling & Sanitary Requirements:**

- All food that is sold, given away, or dispensed from a Temporary Food Facility shall be from an approved source (e.g., licensed wholesale or retail food facilities).
- Ensure refrigerator trucks are operational and holding food at or below 41°F.
- Ensure adequate ice is available throughout the event. Ice used for refrigeration/cooler purposes shall not be used for consumption in food or beverages. Elevate bulk bags of ice.
- Ensure grey water receptacles and adequate trash/recycling receptacles or services are provided by the event sponsor.
- Ensure all water used for food processing or food contact surfaces during the event is potable or from potable sources.

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