Buncombe County Environmental Health
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 Buncombe County Environmental Health (BCEH) at least 15 days prior to the date of the event.**

**Person in charge**
- Available during all hours of food preparation

**Employee requirements**
- Gloves
- Hat, hair-net or visor
- Clean outer clothing, hands, and nails
- Employee Health Policy Agreement
- Vomit/Diarrhea Clean Up Procedures

**Tent/weatherproof structure/canopy**
- Canopy over entire operation, including food storage – smokers are not required to be under a canopy

**Fly protection**
- Fly fans – 2 box size fans or more as needed

**Ground covering**
- Protection from dust/mud – in the absence of asphalt, concrete, or grass

**Water supply**
- Approved water source – private well must meet minimum construction standards as outlined in 15A NCAC 18A.1700 and requires testing in advance by Buncombe County Environmental Health
- Drinking water hose(s) – must be food grade, labeled, and sanitized
- Approved backflow prevention
- A means to heat water

**Utensil washing**
- 3 basins large enough to fit food equipment
- Soapy water, rinse water, sanitizer
- Drain board or counter space for air drying
- Sanitizer test strips

**Hand washing station**
- At least 2 gallons of hot water under pressure
- Free-flowing faucet/stopcock
- Soap and disposable towels
- Wastewater catch bucket – must be labeled

**Approved/protected/secured food**
- Approved source/food invoices
- Food storage above ground
- Separate vegetable washing sink – when preparing/serving ready-to-eat vegetables
- Ability to secure food against tampering and/or contamination (locked storage)

**Food temperatures**
- Accurate thin-probe food thermometer
- Cold holding: refrigeration/freezer/coolers with ice and drainage port
- Hot holding equipment

**Food shields/customer barriers**
- No food exposed to customers
- Approved self-service condiments

**Lighting and miscellaneous**
- Lighting shielded above food/preparation
- Toxic materials must be labeled
- Garbage collected/stored in containers with tight fitting lids and liners

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*I certify that I will comply with the requirements listed above and any other requirements as described by BCEH while operating my Temporary Food Establishment: Vendor Signature: __________________________ Date: _____________*

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