### Temporary Food Event (TFE) Program

**SAMPLING GUIDELINES**

Vendor Checklists, Operating Requirements, Sampling Guidelines and program information forms do not need to be returned. The event organizer shall collect all vendor applications and corresponding fees and submit them as a single packet to Fort Mason Center at least 3 weeks prior to the event. If you have questions about the event or permitting process, ask your event organizer.

Providing food samples may occur under the following conditions:

- Produce intended for sampling must be washed or cleaned of any soil or other material using potable water in a manner that it is wholesome and safe for consumption.

- Hand washing facilities must be provided. Approved hand washing facilities consist of: potable water (1-5 gallons) in a container with a hands-free spigot, pump dispensed hand soap, paper towels, a catch basin, and a trash can.

- Clean, disposable plastic food service gloves must be used when preparing food samples. Best practices include preparing the samples at the food prep facility before the event.

- Samples must be protected and maintained at temperatures to control potentially hazardous foods during transit.

- Utensils and cutting surfaces must be smooth, nonabsorbent, and easily cleanable or single-use articles must be utilized. Best practices include bringing clean wrapped utensils and cutting boards to replace soiled materials every 2 hours.

- Utensils and cutting surfaces must be sanitized before and between uses using a 100 ppm bleach water solution (2 teaspoons bleach per gallon water) or other approved sanitizing agent.

- Samples must be protected from consumer handling and environmental contamination at all times. Equipment to prevent contamination includes screens, sneeze guards, and clean food covers.

- Food samples must be distributed in a manner that protects the sample from any bare hand contact. Utilizing gloves, single service utensils, napkins/tissues, or toothpicks are all adequate methods to avoid handling prepared samples.

- Ice used for cooling must be continuously drained. Disposal of wastewater must be dumped into a sanitary sewer.

- Products made at home are NOT allowed for sale or sample.