



## QUESTIONNAIRE & GUIDELINES FOR FOOD SAMPLES AT TEMPORARY EVENTS

Jefferson County Department of Health  
1400 6<sup>th</sup> Avenue South  
Birmingham, AL 35233  
Office (205)930-1260 Fax (205)939-3019

Vendors providing free samples of products may not be required to apply for Food Permits. However, it is required that food products sold to the public are processed in an approved facility. Please provide the following information 2 (two) weeks prior to the event to establish permit exemption. Mail or fax the questionnaire to the above address.

### EVENT INFORMATION

Name of Event \_\_\_\_\_ Date(s) of Event \_\_\_\_\_

Location of Event \_\_\_\_\_

Event Sponsor \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

### VENDOR INFORMATION

Name of Business \_\_\_\_\_ Owner \_\_\_\_\_

Mailing Address \_\_\_\_\_

Cell Phone (\_\_\_\_) \_\_\_\_\_ Secondary Phone (\_\_\_\_) \_\_\_\_\_ E-Mail \_\_\_\_\_

Food Permit? ☐ YES ☐ NO If yes, State and Permit # \_\_\_\_\_

### **Description of products sampled:**

\_\_\_\_\_

### FOLLOW THESE GUIDELINES TO HELP MINIMIZE RISKS OF FOOD BORNE ILLNESSES:

Types of potentially hazardous food include: Milk based products, meats and fish, cooked vegetables, rice and beans, cut melons and pasta. These foods require time and temperature to control the growth of bacteria.

- Do not touch food items with bare hands. Wash hands and use gloves or utensils.
  - Use a temporary hand washing station with water through a flip spout, soap and paper towels.
- Do not work with foods if you are sick.
- Do not eat or drink while preparing or serving food items.
- Keep potentially hazardous food at temperatures below 41° F or above 135°F.
  - Use a food thermometer to check temperatures.
- Do not save and reuse leftovers.
- Change out utensils every 4 hours. Bring extras.
- Keep all food service items off of the floor.
- Wash, rinse and sanitize reusable utensils or use disposable utensils whenever possible.
- Provide food and utensil dispensers that limits possible contact and contamination of foods by the customers. Do not allow customers to “double dip” in samples.
  - Best to dispense samples in paper soufflé cups or plastic sample cups.

Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_