



# Special Event Checklist for Vendors

Tent or physical structure is set-up as required.

Handwash station set-up with hot and cold running water, soap, paper towels and garbage can.

Cold holding for foods: refrigerators, freezers, coolers, ice, etc. Ensure food is always held at 4°C or below.

Hot holding for foods: steamer, stove, chaffing dishes, etc. Ensure food is always held at 60°C or above.

Probe thermometer and thermometer for coolers.

Adequate food storage areas.

Single service eating utensils.

Suitable covers for food protection (Screen guards, etc.).

Wiping cloths for cleaning and sanitizing.

Approved sanitizer solution (200ppm QUAT or 100ppm Chlorine) along with test strips.

Clean outer clothing and headgear for staff.

Pest control.

Garbage receptacles with lids.

**Ensure that all your equipment is completely set up before handling food.**

It is the responsibility of the organizer and vendor to comply with all requirements of the **Ontario Regulation 493/17: Food Premises** as well as the **Health Protection and Promotion Act, R.S.O. 1990, c. H.7**