



BUTTE COUNTY TEMPORARY FOOD FACILITY COMMUNITY EVENT ORGANIZER REQUIREMENTS

The person or organization who is in charge (organizer) of a community event where one or more temporary food facilities will be operating, is required by State Law to meet the following requirements:

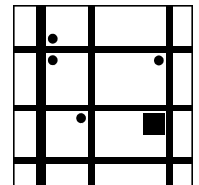
1. The community event organizer is responsible to submit an application and fee for a community event organizer permit. Events extending over 90 days in the same year may renew their permit for an additional 90 days at ½ the normal fee.
2. In order to facilitate timely processing of applications, the event organizer needs to submit a list of all anticipated food facilities that will be operating at the event to Butte County Environmental Health (BCEH) at least 30 days prior to the event. The list should include the name of each food vender, their mailing address, phone number, and name of contact person.



3. Food vendors who will ONLY be selling raw produce or prepackaged, non-potentially hazardous foods may operate under the event organizer's permit (submit separate list to BCEH). This may also include food vendors who wish to serve non-potentially hazardous food samples if :
 - a) The samples are completely prepared prior to the event at an approved LOCAL commissary;
 - b) samples are protected from contamination during transport and display;
 - c) samples are dispensed so as to preclude any hand contact;
 - d) samples are only dispensed by the food facility operator who shall wear disposable gloves while dispensing the samples.All other food vendors must obtain their own Permit To Operate.

4. Food vendors claiming non-profit exemption (limited to 3 days or less) must provide verification of non-profit status. Non-profit food vendors operating at community events open to the general public will be contacted by phone to make sure they will be operating safely. Food safety information, emphasizing reducing hazards, will be mailed to each vender. Minimum operating requirements will be given to the community event organizer for follow-up.

5. The event organizer is responsible to submit a site plan to Butte County Environmental Health at least 2 weeks prior to the event. The site plan shall show the proposed locations of all the food facilities, restrooms, and any shared utensil washing, hand washing facilities or janitorial facilities.



6. The event organizer is responsible for compliance with all applicable sanitation requirements for the temporary food facilities that will be operating at the community event. This includes maintaining all shared facilities (restrooms, sinks, etc.), and verifying that all food is from an approved source for those food vendors that are operating under the event organizer's permit. Verification should include at least a written statement from the food vendor indicating the business name and location where the food is produced, and a copy of any permits or registration issued by the agency inspecting the food production location.

For questions about the above or assistance with requirements for individual food vendors please contact Butte County Environmental Health at our Chico Office at 891-2727 or our Oroville office at 538-7281.