

**COMMUNITY EVENT  
TEMPORARY FOOD FACILITY  
OPERATOR'S AGREEMENT FORM**

**Name of Event:** Winter Wonderland – Presented by Arlington Business Partnership and City of Riverside Parks, Recreation, & Community Services Department

**Location of Event:** Arlington Heights Sports Park – 9601 Cleveland Ave., Riverside, CA 92503

**Dates and Times of Event:** Saturday, December 7, 2019 ● 8:30 a.m. to 4:00 p.m.

**Name of Food Facility:** \_\_\_\_\_

**Name of Owner:** \_\_\_\_\_

**Name of Person in Charge:** \_\_\_\_\_

**Contact Number for Person in Charge:** \_\_\_\_\_

**Circle One:**     **Mobile Food Facility**     **Booth**     **If booth, what size:** \_\_\_\_\_

If booth, describe enclosure: \_\_\_\_\_

Food and beverage to be served: \_\_\_\_\_

Where will food be prepared: \_\_\_\_\_

How food/beverage will be prepared and served: \_\_\_\_\_

List of cooking equipment: \_\_\_\_\_

Do you have a fire extinguisher? \_\_\_\_\_ (Check with city/county fire department for rating)

How will food be held hot (above 135°F)? \_\_\_\_\_

How will food be held cold (below 45°F)? \_\_\_\_\_

How will temperatures be monitored? \_\_\_\_\_

Describe hand wash set up: \_\_\_\_\_

Describe Utensil wash setup /Test Strips? \_\_\_\_\_

Will any equipment be stored outside of booth or mobile food facility? \_\_\_\_\_

If yes, how will items be stored and protected? \_\_\_\_\_

I agree to adhere to the following requirements to operate at said event:

- Name of facility, city, state, zip code, and name of the operator shall be legible and clearly visible to patrons.
- Hand washing facilities shall be provided at operations handling any open food. Hand washing facilities shall be properly stocked and used as often as necessary to keep hands clean and protect food from cross-contamination. **Note: gloves and/or hand sanitizer are not approved replacements for hand washing.**
- All food and beverage items will be stored, displayed, prepared/ processed at an approved food facility and **not a private home/residence.**
- Cold and hot holding equipment shall be provided to ensure proper temperature control during transportation, storage, and operation of the temporary food facility.
- All potentially hazardous foods will be held at or below 45°F or at or above 135°F. At the end of the operating day, any foods held above 41°F shall be disposed of. Thermometers shall be provided to monitor temperatures.
- Service ice is considered a food and shall remain off the ground, stored in clean sanitized food grade containers and properly dispensed by operator of temporary food facility or in approved bulk dispensing units.
- All equipment shall be maintained in a clean and sanitary condition.
- Equipment shall be washed in hot (minimum 100°F) soapy water, rinsed and sanitized either in a 3-compartment ware washing sink or 3-bucket system as approved by this Department depending on length of event. Sanitizer testing equipment shall be provided to measure concentration of sanitizer.
- Operations handling any open food must provide **completely enclosed booths**. Contact this Department for approval of alternative food protection means.
- Significant changes of Menu items shall be discussed and approved by this department.

I understand these requirements and agree to operate in a manner to protect food from possible contamination.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

**RETURN THIS FORM VIA FAX/EMAIL  
WITH VENDOR APPLICATION & PAYMENT TO  
OZ PUERTA: 951-509-6802 (FAX) ▪ [OZ@RIVERSIDEABP.COM](mailto:OZ@RIVERSIDEABP.COM)**

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Reviewed by: \_\_\_\_\_

Notes: \_\_\_\_\_

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