

What sanitizer will be used:
 Chlorine bleach QUAT Iodine Other (specify): _____

Please provide a floor plan which includes (the floor plan can be hand drawn in the space below or attached to this application):

Two/three compartment sink	Hand washing station with soap in dispenser,
Food preparation areas	paper towel and waste water container
Food storage	Adequate refrigeration (include method of refrigeration)

Multiple Events

If you are attending more than one event in the Wellington-Dufferin-Guelph region, write the names of the events below. Application forms are not required for these events.

Event Name:	Event Name:
Event Name:	Event Name:

Vendor Signature: _____ Date: _____

For Office Use Only

CSR Number:	CID Notified: Yes No Date:
Inspector:	Inspection Required: Yes No
Premise Exempted: Yes No	
Comments:	
Date Reviewed:	PHI Signature:



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1-800-265-7293 ext. 4753
www.wdgpublichealth.ca

Special Events Checklist

Did you Forget Anything?

A. Handwashing

- Warm running water in food-grade container with turn valve
- Liquid soap in dispenser and paper towels
- Catch basin for wastewater

B. Safe Food Handling

- Adequate refrigeration/thermal container with ice freezer packs at a temperature of 4°C (40°F)
- Adequate hot holding at a temperature of 60°C (140°F)
- Probe thermometers (with means to sanitize probe in between uses) & refrigerator
- Materials (e.g., plastic wrap, foil) for properly covering foods
- Provisions to store food 15 cm (6 inches) off the ground
- Separate cutting boards and utensils for raw and cooked foods
- Single-use utensils for customers
- Adequate sets of clean utensils (4 sets recommended per event day)
- Ice container with a dedicated ice scoop (stored separately)

C. Sanitation

- Bleach sanitizing solution (1 tsp. Bleach per 4 cups of water), quaternary compound or iodine available in buckets or labelled spray bottles
- Supply of clean wiping cloths
- Supply of clean utensils and equipment
- An appropriate-sized garbage container with lid

D. Personal Hygiene

- Hair covering/restraint (e.g., hairnet, cap, tied back)
- Clean outer clothing

Questions? Call Wellington-Dufferin-Guelph Public Health at 1-800-265-7293 ext. 4753.