

Guide For Event Organizers

What to Look for in a Food Vendor

This guide will help event organizers select food vendors that are equipped to operate special events safely.

If a vendor is licensed in Kansas or another state, they have met at least basic food safety requirements. You may want to ask the vendor to show a copy of the license

If the facility is licensed in Kansas, past inspections are available on the KDA website:

- Go to <https://agriculture.ks.gov/fslinspections>

For all vendors, ask the following questions to help plan for food safety:

- What type of set up do you have? Truck, trailer, or tent set up?
- How are food preparation areas protected from environmental contamination including rain, dust, and pests from overhead, from the sides, and from the ground?
 - Must have overhead protection and be ready to screen or wall to protect from pests or the elements.
- How will you keep hot water available?
 - Must have 100°F water for handwashing and 110°F water for warewashing
- Where will you wash your Hands?
 - Must have a dedicated handwashing sink with:
 - Hands free supply of water
 - Soap
 - Paper towels
- How will you wash dishes? What sanitizer will you be using? Do you have test strips?
 - Must have a 3-compartment sink or large bus tubs for washing, rinsing, and sanitizing. Bleach, quaternary ammonium, or iodine solutions are acceptable sanitizers.
- Where are foods prepared?
 - If not on-site during the event, is the off-site location a licensed/approved facility?
 - Foods may be prepared at an approved facility and transported for sale at event; foods must be kept at safety temperatures at all times.
- Do the foods on the menu require temperature control for safety?
 - Popcorn or cotton candy do not require temperature control; foods like meats, dairy, cut melons, sprouts, heat treated vegetables, and cut leafy greens do.
- How do you keep your hot foods hot and cold foods cold during the event? During transport?
 - Must have proper hot and cold holding units, such as refrigerators, commercial insulated food carriers, and steam tables.
- Do you have a food probe thermometer for both hot and cold foods?
 - Probe thermometers should be used regularly to make sure safe food temperatures are maintained.
- How will you handle Ready-to-Eat (RTE) foods?
 - No bare hand contact allowed; single-use gloves, spoons, forks, tongs, deli tissue, and dispensing equipment are acceptable.
- If a multi-day event, will you be cooling and/or reheating your foods?
 - Must cool from 135°F to 41°F in 6 hours and must reach 70°F in the first 2 hours.
 - Must reheat from 41°F to 165°F in 2 hours. Crock pots not recommended.

