

# CHECKLIST

## Temporary Food Premises, Mobiles and Stalls

### Please keep this list for your records

Documentation you must send to the organiser prior to the event

- Copy of your health and safety risk assessment (required for all stalls)
- Copy of Public Insurance Document (required for all stalls)

Documentation that must be available for inspection at the event

- Food safety Management System and records (Food Stalls)
- Copy of the food hygiene training records for staff who will be on the stall (Food Stalls)
- Copies of certificates for assurance schemes where required. (e.g. Organic)
- Gas Safety Certificate (required for gas appliances)
- Electrical Safety Certificate (required for electrical appliances)

Equipment that Food Stalls are likely to need for the event

- Potable (clean) water container
- Waste water container
- Hot water urn
- Equipment sink
- Hand wash sink/basin
- Antibacterial wipes hand /surface (where no open food handled)
- Cleaning equipment sanitiser/detergent/cleaning cloths
- Thermometer
- Refrigerated storage/Ice packs for cool boxes
- Barriers for hot food equipment
- Litter bins/bags
- Electrical cable covers
- Fire extinguisher/blanket
- First aid kit

Additional information can be obtained from:

Food and Safety Team  
Torridge District Council  
Riverbank House  
Bideford  
Devon EX39 2QG  
Tel: 01237 428809  
E-mail: [foodandsafety@torridge.gov.uk](mailto:foodandsafety@torridge.gov.uk)  
[www.torridge.gov.uk](http://www.torridge.gov.uk)