

Public Food Event VS Private Food Event

A permit from the Health Department is required for:

Any events open to the public where food is provided unless the exceptions below apply.

A permit from the Health Department is not required for:

An establishment that offers only prepackaged non-potentially hazardous foods.

A produce stand that offers only whole, uncut fruits and vegetables.

A kitchen in a private home if only food that is non-potentially hazardous is prepared for sale or service as part of a not-for profit event. Examples include a religious or non-profit organization having a bake sale.

A closed event, with only invited guests. The public must not be able to attend without invitation. Examples of closed events include religious gatherings involving members of a church, weddings parties, family reunions, or company picnics, a private kitchen of a family day care facility, or a bed and breakfast facility limited to 4 bedrooms or less.

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GUIDELINES FOR FOOD SERVICE COMPETITIONS



City of Columbia
Health Department



Revised February 2007

GUIDELINES FOR PUBLIC FOOD SERVICE COMPETITIONS

The following guidelines are authorized by Section 8-104.10 (a) of the Columbia Food Code.

Permits:

The event organizer must contact the Health Department at least 48 hours before the event to obtain a permit. The Health Department will need information about the event, including the number and names of competitors.

Each competitor / operation must be inspected before food is served. A single permit will be issued to the event organizer and is valid only for the planned event.

A City of Columbia Temporary Business License is needed. The license is valid for a maximum of 14 days and can be obtained at the City Business License Office located at 701 E. Broadway. Additional City and State licenses will be required for liquor service.

The event organizers must designate someone as “Food Safety Officer”. This person, through work experience or education, must be able to demonstrate knowledge of food safety issues.

Food Safety Requirements:

All foods must come from an approved, inspected source.

All foods must be inspected by the designated “Food Safety Officer”.

All potentially hazardous foods must be stored at or below 41°F prior to cooking.

All foods shall be cooked on a covered grill or smoker if cooked outside.

For the event, only the foods approved by the Health Department may be offered to the public. Any side dishes must follow the rules for temporary food facilities.

Once cooked, all foods must be covered for protection from contamination.

Potentially hazardous foods must be held at 140°F. If time is to be used as a public health control, written procedures must be instituted and records must be available to the Health Authority. Potentially hazardous foods may be held a maximum of 4 hours without maintaining the 140°F temperature hot-holding requirement. Any foods leftover after 4 hours will be disposed of immediately.

The “Food Safety Officer” shall monitor the event to insure and promote food safety compliance.

Hand washing stations must be strategically located so each participant has convenient access. Each hand washing station must be equipped with soap & paper towels. A container with a minimum of 5 gallons of water from an approved source may be used. Containers must have a spigot that will supply water until turned off - no push buttons. A method of providing hot water is encouraged.

Wastewater must be collected in a container and properly disposed of.