The following are required for licensure:

- **Hand Washing**
  - Option 1 – indoor hand sink. This is only approved if the event is held indoors AND in close proximity to the hand sink. Hand sinks in separate rooms may not be approved.
  - Option 2 – Self Contained, portable unit
  - Option 3 – Large insulated drink container with spigot and catch bucket
  All handwashing sinks must have
  - Warm Water (100+ deg F)
  - Hand Soap
  - Paper Towels

- **Three basin sink set-up**
  Three containers for dish washing and sanitizing
  - Basin 1 – Warm (110+ deg F) water with soap
  - Basin 2 – Clean water
  - Basin 3 – Water with Sanitizer

- **Sanitizer and Test Strips**
  Approved Sanitizers
  - Bleach (Chlorine) – Unscented and approved for food contact surfaces (check the label)
  - Quaternary Ammonia (Quat)
  Be sure to purchase the correct test strips!

- **Wiping Cloths**
- **Metal Stem Thermometer (0-220 degrees F)**
- **Food Approved Gloves**
- **Hair restraints**

If the event is held outdoors, the following must be available

- **Canopy, Tent, or Umbrella**

Based on the menu, the following items must be available –

- **Cold Foods** (raw meat, cut vegetables, cut melon, milk or dairy products, etc)
  - Ice Chest/Cooler with Ice, Refrigerator, or Freezer
  All potentially hazardous foods be held cold below 41 deg F.

- **Hot Foods** (cooked meats, cooked vegetables, cooked pasta, etc)
  - Cooking Equipment: Grill/BBQ, Fryer, Oven, Roaster, or Griddle
  - Hot Holding Equipment: Steam Tables, Grill/BBQ, Chafing dish w/fuel, slow cooker or roaster
  All potentially hazardous foods must be held hot above 135 deg F.

If your water is not from a municipal (city) water source, you will need to submit test results for the well. Please contact OCDPH (616-393-5645) at least two weeks prior to your event for more information.