

THE OFFICE OF STUDENT LIFE

Guidelines for Food Sales

1. Foods or Desserts with Custards, whipped cream, mayonnaise, and cheeses, should be used minimally and refrigerated.
2. Foods such as Hamburgers must be purchased as pre packaged patties
3. All uncooked patties, hotdogs, chicken, cheeses, must be kept in a refrigerator or ice chest at all times.
4. Foods must be pre cooked or baked, no raw foods allowed what so ever.
5. Hand washing must be done by all people who handle food products.
6. Hair must be kept neat and away from food products. Hair nets may be recommended.
7. Minimal handling of food is required. Use latex gloves when handling foods. Proper serving utensils must be used such as spoons, forks, tongs, or plastic gloves.
8. Proper transporting of foods must be done, such as keeping uncooked food and perishable baked foods under constant refrigeration. (minimal ice chest)
9. Eating while preparing or serving food is prohibited.
10. Foods must be covered at all times with plastic wrap or aluminum foil.
11. Person handling food must not handle any money.

Guidelines Regarding food preparation for sale by non profit organizations from San Mateo County Public Health

1. There can be no home preparation i.e. – marinating, cutting, mixing, pre cooking, etc.
2. Barbeque area must be roped off from serving area and general public
3. Wash hands frequently

Information and Guidelines for Clubs:

1. Only food items which do not need to be heated or refrigerated may be sold. The College reserves the right to approve food items for sale.

2. Food items may not be home made. All items to be sold must be purchased from a commercial food source. A receipt for food purchases must be presented on request
3. All food items must be individually wrapped prior to sale.
4. Club and organization food sale set-up must include providing a table covering for the sales table, signage stating the items for sale, cost and the sponsoring group.
5. Group selling food items is responsible for providing their own cash box and change.
6. At completion of sale, group is responsible to pick up the surrounding area, remove table covering and return table and chairs to the Student Center.

OFFICE OF STUDENT LIFE
Student Center, Building 5 Room 211A
4200 Farm Hill Blvd Redwood City, CA 94545
(650) 306-3373
PERMIT FOR ASCC & REGISTERED STUDENT CLUBS
CAMPUS FOOD SALES

Please print clearly.

Date Requested: _____

Student's Name: _____ **SS#:** _____

Address: _____

Day Phone: _____ **Evening Phone:** _____

Club or Organization: _____

Table Location Requested: _____

Hours Requested for Selling: _____

Description of Food: _____

I have read the reverse side of this permit and understand and agree to all policies and rules as listed. I understand that should I (we) violate these terms and conditions I (we) will forfeit all future sales privileges.

Signature: _____

For Office Use Only

Authorized Date(s): _____

Table Location Assigned: _____

Authorized Signature: _____ **Date:** _____
