



## Notification of Food Service at Special Events Ottawa Public Health

### ***Event Information:***

Name of Event Ottawa Dragon Boat Race Festival  
Address of Event Mooney's Bay Park, Riverside Drive, Ottawa  
Dates of Event June 20-22, 2008

### ***Event Coordinator Information:***

Name Peter MacDonald, Site Manager  
Address 407 Laurier Avenue West, Unit 34  
Phone Numbers: *Day:* 613-238-7711 *Evening:* 613-292-1532 *Cell:* 613-292-1532  
x227

### ***Vendor Information:***

Operator/Owner: \_\_\_\_\_  
Business Name: \_\_\_\_\_  
Address \_\_\_\_\_  
Phone Numbers: *Day:* \_\_\_\_\_ *Evening:* \_\_\_\_\_ *Cell:* \_\_\_\_\_

### ***Check the items that apply to your food premise:***

- Food and drinks prepared onsite (on event grounds)  
 Food prepared offsite - *If prepared offsite indicate name address and phone number of where food was purchased and/or prepared*

Name: \_\_\_\_\_  
Address \_\_\_\_\_  
Phone Numbers: *Day:* \_\_\_\_\_ *Evening:* \_\_\_\_\_ *Cell:* \_\_\_\_\_

- Serviced site (hydro, water, utilities provided)  
 Un-serviced site (no utilities provided)

### ***Method of food storage during transport:***

- refrigerated truck  thermal containers  
 coolers with ice  other:

- ***Hazardous hot foods must be maintained at 140 F/60 C or higher***
- ***Hazardous cold foods must be maintained at 40 F/4 C or lower***
- ***An accurate indicating thermometer is required for cold holding units.***

**Indicate by checking box for Serviced or Un-serviced**

**Handwashing Station Information**

**If Serviced site (hydro & water provided)- Requirements:**

- Hot and cold running water under pressure
- Liquid soap in dispenser
- Supply of single service paper towels

**Handwashing Station Information**

**If Un-Serviced site (hydro & water not provided) - Requirements:**

- Air pump thermos or Jug with warm water and a push button or turn spout
- Bucket to collect grey water
- Liquid soap in dispenser
- Supply of single service paper towels

**Indicate by checking box for Serviced or Un-serviced**

**Utensil Washing**

**If Serviced site (hydro & water provided) - 2-compartment sink – Requirements:**

- Hot and cold water under pressure
- Liquid dishwashing soap
- Sanitizing agent for 2<sup>nd</sup> compartment (e.g. bleach)
- Use of single service items
- Separate utensils for raw and cooked foods

**Utensil Washing \*\*\***

**If Un-Serviced site (hydro & water not provided) – Requirements:**

- An ample supply of clean Multi-Service Utensils must be provided (e.g. tongs, spatulas, lifters, etc...) – Must be stored in a sanitary manner.
- Used utensils to be washed, rinsed and sanitized after the Event.

Please list all foods and drinks that will be offered for sale:

|       |       |       |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Food handlers are encouraged to obtain their Food Handler Certification through Ottawa Public Health by contacting 613-580-6744, ext. 26160 or visit us at [ottawa.ca/health](http://ottawa.ca/health) or email us at [foodhandlertcertifica@ottawa.ca](mailto:foodhandlertcertifica@ottawa.ca)

Please contact Ottawa Public Health with any questions by calling 613-580-6744, ext. 23476

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| City of Ottawa, Ottawa Public Health<br>Environment & Health Protection Division (26-46)<br>100 Constellation Cres, 8 <sup>th</sup> floor E<br>Nepean, ON K2G 6J8<br>Tel: (613) 580-6744 - Fax: (613) 580-9648<br><a href="http://ottawa.ca">ottawa.ca</a> | Ville d'Ottawa, santé publique Ottawa<br>Division de la protection de la santé et de l'environnement (26-46)<br>100, crois. Constellation, 8 <sup>ième</sup> est<br>Nepean (Ontario) K2G 6J8<br>Tél.: (613) 580-6744 - Téléc : (613) 580-9648<br><a href="http://ottawa.ca">ottawa.ca</a> |
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