**DO I NEED TO SUBMIT A TEMPORARY FOOD SERVICE APPLICATION ONLINE?**

Is the event sponsored, organized, or hosted by any group of University students, faculty, or staff?

If **YES**, is the event going to be held on University Property?

If **NO**, then you do not need to submit an application.

If **YES**, then will the event include food?*

If **NO**, then you do not need to submit an application.

If **YES**, then is the event intended to be open to anyone without reference to affiliation with the University?

If **NO**, then you do not need to submit an application.

If **YES**, are you using an on campus vendor to provide service?

If **YES**, then you do not need to submit an application.

If **NO**, then you **MUST** submit an application 7 DAYS IN ADVANCE.

If potentially hazardous food** is prepared onsite, the event must be overseen by a Certified Food Safety Manager. Conveniently located handwashing stations must also be set up.

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**Useful Links:**
- Temporary Event Food Service Application
- Guidelines for Bake Sales
- Guidelines for Pizza Sales
- Guidelines for Outdoor Events
- Bacteria Control Chart
- Guidelines for Temporary Handwashing and Dishwashing
- Requirements for Temporary Food Service Events
- Guidelines for a Safe Temporary Food Event
- IU EHS Food Protection

**What is potentially hazardous food?**
Potentially hazardous foods include: meat, poultry, dairy, eggs, fish, shellfish, cooked vegetables, cooked rice, soy protein products, cut melons, and raw seed sprouts. Cookouts generally have PHF menu items and therefore need to meet the requirements above.

**Still have questions?**
Contact us at: foodsafe@iu.edu or 812-855-2004

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*If the food is individually prepackaged commercially processed and non-potentially hazardous food (granola bars, bags of chips, candy, bottled drinks, etc.) you ARE NOT required to fill out an application. Home prepared foods ARE NOT allowed at public events, this includes bake sales.