

Sanitation Guidelines for Food Festivals

Date: [Insert Date]

Dear [Recipient's Name],

As we prepare for the upcoming food festival, we want to ensure that all vendors and participants adhere to the highest sanitation standards. Below are the sanitation guidelines that must be followed:

1. Personal Hygiene

- Handwashing stations must be provided with soap and single-use paper towels.
- All food handlers must wear clean uniforms and maintain proper personal hygiene.
- Gloves should be worn when handling ready-to-eat foods.

2. Food Storage and Preparation

- All food products must be stored at appropriate temperatures.
- Raw and cooked foods must be separated to prevent cross-contamination.
- Equipment and utensils must be sanitized before use.

3. Waste Management

- Trash cans must be placed at various locations and emptied regularly.
- Food waste must be disposed of properly, following local regulations.

4. Emergency Procedures

- Have a first aid kit available at all times.
- Know the location of the nearest medical facility.
- Ensure all staff are trained in emergency procedures.

We appreciate your cooperation in maintaining a safe and clean environment for all participants and attendees. For any questions regarding these guidelines, please do not hesitate to reach out.

Sincerely,
[Your Name]
[Your Title]
[Organization Name]
[Contact Information]