

## EXTERNAL FOOD PRODUCTS

### SCOPE

This form is to be completed by Hirers, Event Partners or contractors intending to distribute food products for promotional, sponsorship, or event activities.

<b>Venue:</b>		
<b>Event:</b>		
<b>Event Date:</b>		
<b>Team/ Recipient:</b>		
<b>Company :</b>		
<b>ABN:</b>		
<b>Company contact:</b>		<b>Contact Number:</b>
<b>Product description (example 40g Milk Egg, Hawaiian pizza etc.)</b>		
<b>Batch No# or best before date for packaged products:</b>		
<b>Number of servings/ portions:</b>		
<b>Intended delivery date of product:</b>		
<b>Operating/ Service times:</b>		
<b>How will the product be transported to the venue?</b> VenuesLive Management Services requires high risk food products to be delivered at a temperature of 5°C or below for cold products, 60°C or above for hot food products.		
<b>Intended Cold Storage/ Equipment needs:</b> VenuesLive Management Services requires cold food products to be stored at 5°C or below.		
<b>What equipment will be used to cook or heat food products?</b> VenuesLive Management Services requires hot food product to be cooked or reheated to a temperature of 60 °C or above.		
<b>What equipment will be used to display food products?</b> VenuesLive Management Services requires cold displayed products to be held at 5°C or below and hot displayed products to be held at 60 °C or above.		
<b>Where will food preparation be conducted?</b>		
<b>What hand washing facilities will be available?</b>		
<b>Where do you intend to dispose of waste?</b>		