## APPENDIX B  FOOD TEMPERATURE AND SANITIZER RECORD

### Food Temperature Instructions
Use a food thermometer to measure the temperature of the foods at the start of the event and at 60-minute intervals up to 4 hours and when a new batch of food is added to the service line. After 4 hours, food should no longer be served unless it has been replaced with fresh food. Return this completed form within 5 days following your event to: Administration & Finance Department, UW-Superior. Questions? Contact Administration & Finance Department at 715-394-8014.

### Sanitizer Test Instructions
Prepare the sanitizing solution according to label or policy instructions. Use the test strips to check the sanitizing solution effectiveness at least every two hours or after changing the solution. Record the results below.

<table>
<thead>
<tr>
<th>Time</th>
<th>Result</th>
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### Food Temperature of Served Food

#### Hot Foods
- **i.e., lasagna**
  - **Temperature must be above 140°F**
  - **Time & Temperature When Food Arrives**
    - 10:15
    - 11:15 am
    - 12:15 pm
    - 1:10 pm
    - 2:10 pm
  - **1 hr. Time & Temp**
    - 146°F
    - 145°F
    - 144°F
    - 143°F
    - Discarded

#### Cold Foods
- **i.e., pasta salad**
  - **Temperature must be below 41°F**

### Name(s) of Food Handlers Assisting with temperature monitoring (please print):

### Event Name:

### Food Coordinator:

### Phone No.:

### Location of Event:

### Event Date:

### Event Hours:

### Sanitizer List:

<table>
<thead>
<tr>
<th>Sanitizer solution</th>
<th>Time</th>
<th>Result</th>
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Please return this completed form to Administration & Finance Dept. within 5 days of the event or risk future events non-approval.