

Instructions for outdoor sale of foodstuffs to the public

Preparation and sale of food at market squares, fairs, and other occasions

Notifying and informing about the activities

- Food business operators must submit a notification of food business activities for registration at least four weeks before starting their activities. The notification of a mobile food business is processed by the place of residence of the food business operator. Notification forms are available from the Environmental Department and on the City's website.
- The operator must inform the public about the mobile food business at least four working days before the event. Information forms are available from the Environment Department or on the City's website.
- Individuals and organisations do not have to notify their **low-risk** temporary activity in advance. Examples of low-risk activities include the sale of dry cakes and biscuits at school fairs, a church coffee party, or a sports club barbecue. When assessing whether an activity is low risk or not, it is advisable to contact the food control authority.

Practical guidelines

- The **name** of the entrepreneur or **company** must be clearly displayed at the point of sale.
- The food business operator must have a **self-monitoring system** to identify and manage the risks associated with its activities and to ensure that the food and its handling meet the requirements of the food regulations all the way to the customer. Self-monitoring and its records must be available for inspection. If necessary, guidance on the establishment of a self-monitoring system is available from the Environmental Department. Templates are also available on the internet.
- Storage and selling temperatures:

Product	Temperature
Fresh seafood, including thawed, unprocessed seafood	temperature of melting ice
Processed seafood products (cold smoked, dry-cured, vacuum packed and gas-packed)	0–3 °C
Highly perishable products (milk, cream, ready meals, hot-smoked fish, chopped vegetables, egg and meat products, sausages, sprouts, processed food, pastries, cream cakes)	max +6 °C



- Serving temperatures:

Product	Temperature
Food to be served hot	at least + 60 °C
Food requiring cold preservation (e.g. salads)	max + 12 °C

- Personnel handling unpackaged perishable foods must have a hygiene passport.
- It is recommended that the meat used in food portions is pre-processed (cooked). Pre-processed meat products can be obtained from wholesalers or meat companies. For small-scale operations, products are also available in supermarkets. If the activity involves the cooking of raw meat, the outlet and the equipment must be suitable for this activity.
- Enough household water should be provided in clean containers for the activity. There is a water point at the Vaasa market square (on the train station side of the square) where the market stall vendors can get cold water.
- Water containers and canisters must be cleaned and disinfected regularly.
- Waste water must be collected in a bucket or canister and emptied at a place designated to the tenant by the stand renter.
- Waste must be sorted appropriately. There is a waste collection point for incinerated waste at the Vaasa Market Square. Metal and glass waste must be delivered to a recycling station.
- Clean, tidy clothes and protective clothing must be worn when working.
- Staff must have access to a toilet during the working day.

Vending trolley

- The trolley must have a hot water tank large enough for the operations.
- There should be enough sinks (2–3) depending on the number of dishes to be washed. There must be a separate basin for hand washing. One basin should be fixed, plastic basins may be used in addition.
- A separate area for cleaning equipment must be provided.
- A separate space for storing staff clothing must be provided.
- Soft ice cream can be sold if there are appropriate conditions for the activity. Sufficient household water shall be available for cleaning the ice cream machine. Wastewater must be collected hygienically. Cleaning instructions and procedures must be included in the operator’s self-monitoring.





Tent

- Warm water is required for washing dishes and hands. An electric kettle, for example, can be used to heat water. For washing and rinsing dishes, you should provide water basins. Enough utensils and dishes should be provided for the sale.
- When handling perishable non-prepackaged food, a canister with a tap and warm water should be provided for washing hands. Liquid soap and paper towels should be available at the water point. If non-perishable foodstuffs are handled at the point of sale and there is no water point, hand sanitizers or disposable wipes should be provided.
- The point of sale must be designed and located so that dust, insects, birds, or other pests do not contaminate the food. The base may be, for example, an asphalt or cement platform, a wooden deck, or protective plastic sheeting. Foodstuffs and their packaging or boxes should be stored at an adequate height and not directly on the ground.
- Food preparation should take place at a sufficient distance from customers or with appropriate protection against droplets. The point of sale shall be protected at least by a canopy. If highly perishable foodstuffs are handled, the point of sale must be protected on three sides.

Contact details of the food control services in Vaasa and Laihia

- City of Vaasa Environmental Department, Kirkkopuistikko 26, 65100 Vaasa (postal address: PL 3, 65101 Vaasa) and Vähäkyrö-talo, Vähänkyröntie 11, 66500 Vähäkyrö
- General email address of the Food Control Services: elintarvikevalvonta@vaasa.fi
- Telephone, city switchboard: (06) 325 1111
- Food Control: Eva Bligt-Lindén, Roosa Hussa, Mikko Kauttu, Taru Panu, Heli Vironmäki (Vaasa) and Eila Rinta-Rahko (Vähäkyrö and Laihia)

Vending spaces

- The market square vending spaces are rented by Vaasa Region Tourism Ltd, Rewell Shopping Centre, <https://www.vaasa.fi/en/see-and-experience/vaasa-market-square/book-a-sales-spot/> tel. 040 159 8012, e-mail: visit.vaasa@visitvaasa.fi. In other areas owned by the city, you can contact the city's public utility services: Jori Löfbacka, Kyrkoesplanaden 26, tel. 040 354 3494, e-mail jori.lofbacka@vaasa.fi
- If your stand requires electricity, please ensure that you have the relevant fees and contracts in place.

Link to the Food Authority's Pop up restaurant guidelines:

<https://www.ruokavirasto.fi/en/foodstuffs/instructions-for-consumers/-operating-in-the-food-sector-as-a-private-person/pop-up-restaurant-activities/>

