



POLO CHAMBER OF COMMERCE ANNUAL
CHILI COOK OFF
RULES & REGULATIONS

1. A \$35 Registration Fee is required for each team. With this fee, teams may enter two (2) chilis. An additional \$10 fee will be required for each additional chili.
2. Teams must complete the attached form from the Ogle County Health Department. There is no fee, however this ***MUST be completed and returned no later than Thursday, September 21st***. Teams can scan/email the form to polochamber@gmail.com or to turn in to City Hall (Hours are 8:30 am – 5:00 pm, Monday – Friday)
3. No items may be prepared before 8 A.M. This includes meat cooking and vegetable slicing/processing. Additionally, all items must be store bought, no home grown/processed items will be permitted. Meat may be purchased from a professional processing company.
4. If you will be serving condiments, they must be kept cold and covered.
5. It is recommended that competitors make at least 3 gallons of chili.
6. Chilis must reach a temperature of 165°F. A Chili Cookoff Official will test the temperature before public tasting can begin.
7. Teams are required to provide their own cooking utensils and booth equipment, including table, tents, etc. The Chamber will make every effort to ensure there is a power supply for each team. Please provide your own power cords.
8. At approximately 7:45 A.M. a representative from each team will meet with the Cook Off Officials to review the rules and ask any questions.
9. Teams will be issued a number for each individual chili.
10. Tasting will begin promptly at 12:00 P.M. Absolutely no public tasting is to take place before 12:00 P.M.
11. Blind Judging will take place at approximately 12:30 P.M.
12. At approximately 2:30 P.M. the ballots will be collected for counting
13. Awards will take place at 3:00 pm:
 - Judges Choice: \$100
 - People's Choice: \$50
 - Non-Traditional: \$25
 - Showmanship: \$25

Questions? Please contact Becky Davis at (940) 867-4726.



OGLE COUNTY HEALTH DEPARTMENT

907 Pines Road
Oregon, Illinois 61061
815-562-6976, ext 292

(FOR OFFICE USE)

Permit #: _____
Date Rec'd: _____
Amount Rec'd: _____
Check #/Cash: _____
Rec'd by: _____
Approved: _____
Priority: _____
Denied: _____
By: _____
(HEALTH OFFICER)
Date: _____

TEMPORARY FOOD SERVICE ESTABLISHMENT

LICENSE APPLICATION

(1-14 Consecutive days)

LICENSE FEES:

High Risk* \$100.00

*Any raw meat products

Medium Risk \$ 75.00

Low Risk \$ 40.00

Please call if you are unsure of your category

NON PROFIT ORG are 50% of Regular license fees. NFP # _____
(NFP status must be verifiable on Illinois Secretary of State Website)

Fee must be paid in full **PRIOR** to the event.

The fee for any permit issued in the field at the time of the event will be twice the amount listed above.

A late fee of 50% will be charged for any application not received at least one week prior to the event.

FEES ARE NON-REFUNDABLE



PLEASE COMPLETE FRONT AND BACK OF APPLICATION

The undersigned hereby applies for a license to operate a Food Service Establishment on a temporary basis in Ogle County as follows:

APPLICANT'S NAME: _____ PHONE #: _____

ORGANIZATION NAME: Polo Chamber of Commerce _____

MAILING ADDRESS: _____ CITY: _____ ZIP: _____

CONTACT NAME: _____ CONTACT PERSON TELEPHONE: _____

CONTACT PERSON/ORGANIZATION EMAIL: _____

Will a certified food manager be present? ☐ YES ☐ NO If yes, Name: _____

Food Managers Permit #: _____ Date Obtained _____ Exp Date _____

Approximate Food preparation time (if different from hours of operation): _____

EVENT INFORMATION

EVENT NAME: Polo Chamber of Commerce - Chili Cookoff _____

DATE(S) OF EVENT: Saturday, September 30 _____

STREET LOCATION OF EVENT: Division Street _____

CITY LOCATION OF EVENT: Polo, IL _____

HOURS OF OPERATION:

MONDAY: _____ to _____

TUESDAY: _____ to _____

WEDNESDAY: _____ to _____

THURSDAY: _____ to _____

FRIDAY: _____ to _____

SATURDAY: 7:45 am - 3:00 pm

SUNDAY: _____ to _____

MENU - LIST ALL FOOD/BEVERAGE ITEMS

FOOD/BEVERAGE ITEM	RAW OR PRE-COOKED?	SERVED HOT OR COLD?	PREPARED ONSITE?	PREPARED OFFSITE?	DESCRIBE COOKING METHOD

(No home prepared foods are allowed. All foods must be prepared on site or in a facility licensed by the Health Dept.)

1. LICENSED FACILITY USED FOR FOOD PREP, STORAGE, AND UTENSIL WASHING:

Name: _____ Phone: _____

Address: _____

2. WATER SOURCE (please circle): Public **Private** Other (describe): _____

3. SEWAGE (please circle): Public Private **Portable Toilet Service**

4. HANDWASHING FACILITIES (please describe): _____

5. DISHWASHING PROCESS (please describe): _____

6. FOOD TEMPERATURE CONTROL (please describe methods to be used):

Cold-holding (below 41°): _____

Hot-holding (above 135°): _____

Rapid-heating/Reheating Method (must reach 165° within 2 hours): _____

7. MUST HAVE FOLLOWING ITEMS ONSITE & FOLLOW THESE GUIDELINES:

- | | |
|--|---|
| a. Probe thermometer (to check food temps from 0° to 220°) | f. No eating in food prep/serving area |
| b. Refrigerator thermometer - in fridge/freezer | g. Discard hot held food at day's end |
| c. Test strips (for sanitizing solutions) | h. All food & paper products stored 6" off ground |
| d. Hair restraints for staff | |
| e. Plastic gloves | |

IF THE ABOVE EVENT IS CANCELLED, PLEASE NOTIFY THE OGLE COUNTY HEALTH DEPARTMENT AT 815-562-6976, EXT 292 or 815-715-9109 (AFTER HOURS).

APPLICANT SIGNATURE: _____ DATE: _____

Ice

Ice used to cool cans and bottles cannot be used for beverages, and should be stored separately. Dispense ice with ice scoop. Ensure ice scoop handle does not come into contact with ice. DO NOT USE YOUR HANDS. Keep ice drained and covered.

Wiping cloths

Rinse and store wiping cloths in a bucket of sanitizer. Use the Appropriate sanitizer test strips. Cloths must be changed a minimum of every 4 hours. Disinfecting wipes are not allowed.

Or Use A labeled spray bottle with bleach 50ppm or quat 200ppm and Paper Towels.

Leftovers

Any prepared food left at the end of the day must be discarded.

Water Supply

Obtain water from a portable source.

Connections and hoses shall be constructed, located and maintained to avoid contamination.

Liquid Waste

Liquid waste cannot be dumped into streets, storm drains, manhole covers or onto the ground. Use containers to collect liquid waste and then discard into a private or commercial septic system, such as laundry sink, toilet, or mop sink, or have it picked up by a commercial septic service.

Garbage

Two Refuse containers should be available, one for the customer's garbage and one for the food booth garbage.

Health and Hygiene

Anyone with cramps, nausea, fever, vomiting, diarrhea, jaundice, open sores or cuts on the hands, etc. should not be allowed in the food booth. Workers are to wear clean outer garments, hair restraints (such as hats, visors or hair nets), and must not smoke, eat or drink in the booth. Beverages may be consumed if a covered container and straw are used and stored away from food preparation and serving area. No Smoking is permitted within 15 feet of booth by customers or workers.

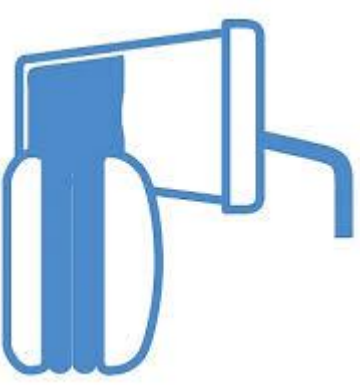
Dishwashing

Should be done at the end of the day or use single use items only. Wash equipment and utensils in a 4-step process:

1. Scrape/Remove Debris
2. Wash in soap and water
3. Rinse in hot water
4. Submerge in sanitizer water

Items must then be air dried.

TEMPORARY FOOD PERMIT REQUIREMENTS



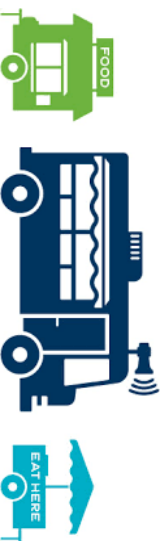
PURPOSE

The following information is intended to provide food establishments and citizens participating in temporary food events in Ogle County with food code requirements. This information sheet will assist in meeting State and Ogle County Food Ordinances and to ultimately prevent foodborne illnesses at temporary food events in Ogle County

Temporary Food permits are required for whenever food is offered to the public during fairs, fund raisers and events regardless of food being sold or provided for free.

Permits

Each food vendor must secure a temporary food permit and display it prominently in their food booth. Applications for a permit may be obtained at the Health Department, or online at www.oglecounty.org. Risk is determined by the Health Department and is based on menu items, method of preparation, and location of food preparation. Ogle County considers any preparation of raw meat, fish or chicken a high risk establishment. A facility that has an Ogle County Annual Food License is required to obtain a temporary permit (Fee waived) for events, provided they are serving items on their normal menu. Food Vendors may be required to have an inspection prior to any food handling or at any time during the event.



FOOD SAFETY

Booth

All food preparation must be done within a booth or a licensed kitchen with approved equipment. No home-style equipment is allowed. The ideal booth should have: overhead covering and complete enclosure, aside from the serving window and one door, or flap for entry. Only food workers shall be allowed inside the food preparation area. Cooking should be done towards the back of the booth. Equipment shall be separated from the public for safety.

Menu

Keep menu items simple. Keep potentially hazardous foods to a minimum (meats, cut-up melons, etc) Home preparation of foods is not allowed. Food must be prepared on site or in a licensed facility.

Transportation

If foods are to be transported from a licensed facility to the event, keep them well covered and provide adequate temperature controls. Use refrigeration to keep cold foods cold (below 41°F), and insulated to keep hot foods hot (above 135°F).

Storage

All food and single-use items must be stored off the ground and provided shelter from in climate weather.

Refrigeration

Mechanical refrigeration is required for any event exceeding four hours. An ice chest with ice from an approved source may be used for certain, pre-approved items. Thermometers must be in each cold holding unit. Cold foods must be kept below 41°F. Any food found to be held above 41°F may be discarded upon inspection.

Hot Holding

Electrical equipment is recommended. Propane stoves, grills or canned heat may be used, and should be available for back-up. An accurate, sanitized metal-stem thermometer must be available and used to check internal food temperatures. The thermometer must be able to measure from 0°F to 220°F.

Cooking

Proper Cooking Temperatures

- Hamburgers/Ground beef to at least 155°F
- Poultry to 165°F
- Pork and other meats to 155°F

Reheating

Only foods that are pre-cooked and commercially packaged foods can be reheated at temporary events. Other foods to be reheated must be prepared in a licensed kitchen. Reheat foods to 165°F within 2 hours. Do not attempt to reheat foods in crockpots, steam tables or other hot-holding devices, or over canned heat.

Food Display and Dispensing

Keep foods covered to protect it from insects, dust, bug sprays, etc. Keep foods away from customer contamination by using tables, sneeze guards and/or other food covers.

Handwashing

Food vendors should have warm, running water, antibacterial soap, individual paper towels, and a bucket to collect dirty water. A jug with a turn spout or free-flowing spigot is required. The use of disposable gloves can provide an additional barrier to contamination, but gloves ARE NO SUBSTITUTE for handwashing. Wash hands upon entering booth, coughing, sneezing, handling money, changing gloves, touching face or hair, using bathroom or removing trash.

ACCEPTABLE HAND WASHING STATION FOR TEMPORARY FOOD VENDORS

Proper hand washing is critical to prevent foodborne illness. Hands must be washed before starting work, after handling raw meat, after using the restroom, and any other times hands become soiled.

The hand wash station must be set up prior to beginning food preparation or service, and shall be located so it is easily accessible and convenient for all temporary food workers.



SET UP:

Required items:

1. A five-gallon or larger insulated container kept supplied with warm water (100°F- 120°F) for hand washing delivered through a continuous-flow spigot or sprout. (No push button spigots)
2. A container for waste water retention (i.e. 5 gallon bucket), which must be disposed of into an approved sewer or wastewater system once full.
3. Hand soap and paper towels (sanitizers DO NOT replace hand washing).

EXAMPLE OF HANDWASH SET-UP

WASH HANDS

Before

- Starting to Work
- Changing Gloves

After

- Using Restroom
- Sneezing
- Coughing
- Touching Raw Food
- Touching Face or Hair
- Eating or Drinking
- Emptying Garbage
- Smoking
- Any chance of contamination

