



# ISD 833 Concession Stand Procedures



All facility use requests must be processed at least 2 weeks prior to all events and will be issued in accordance with ISD 833's scheduling timeline.

All concession stand renters will need to adhere to department of health guidelines and will be required to obtain a special food license. Information regarding licensing and food handling procedures can be found on the [Washington County](#) website.

District programs, PTA's, PTO's, Booster Clubs and our recognized local athletic association partners will be permitted to operate under the district concession stand license. If there are concerns with the operator not following appropriate health department rules, this benefit will be rescinded and users will be required to obtain their own license through the Washington County Department of Public Health.

An hourly equipment maintenance fee of \$3/hour will be applied to all outside groups (this includes booster clubs, PTO's etc.) using district equipment while accessing the concession stands at the three high schools.

If all proceeds are deposited into an ISD 833 finance account, no rental fees will be assessed. If proceeds are retained by hosting group (booster club, PTO etc.) rental fees will be assessed. If/When an outside group (PSO, booster club etc.) is assigned to run concession stands for individual schools; they must operate within these procedures.

**Equipment may include** (but may not be available at each location):

Beverage coolers	Hotdog rollers
Popcorn machines	Hot cocoa machines
Nacho cheese warmers	Freezer
Pretzel warmer	Etc.

All groups are responsible for concession stand cleanup after each use (see concession stand clean-up checklist below) – **please bring in appropriate cleaning supplies and clothes/towels.** Failure to comply with this requirement will result in an additional cleaning charge of \$150 that will be assessed to the user group.

**Clean-up check list can be found on our website and must be filled out at the end of any concession rental.**