

Mt. Diablo Unified School District

**Fund-raiser Authorization**

Please complete and return to Vice Principal at least seven (7) days prior to date of planned activity.

1. School Name

2. Student/PT(S)A Group

3. Item(s) to be sold

4. Date sale will take place

5. Time sale will take place

6. Location of sale

7. Purpose of fund-raiser

8. If sale item is food, who will be responsible for food safety?

I request approval to organize this fund-raiser.

Signature \_\_\_\_\_  
(Advisor/Student/PTA Organizer)

Date \_\_\_\_\_

If food sale, information reviewed with Food Service Manager.

Signature \_\_\_\_\_  
(Food Service Manager)

Date \_\_\_\_\_

I approve disapprove this fund-raiser.

Signature \_\_\_\_\_  
(Vice Principal)

Date \_\_\_\_\_

Reason for disapproval \_\_\_\_\_

\_\_\_\_\_

White	Vice Principal
Canary	Food Service Manager
Pink	Assistant Superintendent Secondary Education
Goldenrod	Originator

## **FOOD SAFETY ALERT**

While **any** food can be contaminated, the moist, high-protein foods are classified as hazardous. DO NOT SELL any food that contains milk products, eggs, meat, fish or poultry, beans, potatoes, tofu, raw seeds, sprouts and melons.

## **FOOD SAFETY DETAILS**

Almost any food can become dangerous if not handled safely.

Cases of foodborne illness involve:

- Failure to properly cool food
- Failure to thoroughly heat or cook food.
- Handling by people with poor personal hygiene.

Proper handling of potentially dangerous foods is critical.

- Hot food must be kept at or above 140° for no longer than two hours.
- Cold food must be kept at or below 40°.

Anyone handling food must:

- Wash their hands using warm water and soap for 20 seconds, then thoroughly rinse and dry them.
- Use clean, disposable gloves unless food is completely wrapped.

## **CALIFORNIA REGULATIONS**

The California Administrative Code, Title 5, Section 15501 says that “One organization per day (student or PTA only) can sell three categories of items as long as the food does not duplicate what food service is selling and is not prepared on campus.”

The California Health and Safety Code, Division 104, Part 7, Chapter 4 says “No food prepared or stored in a private home shall be sold or given away.”