Application for Temporary Food Permit

Submit Completed Form to City Hall, 400 Marquette NW, 3rd Floor, Room 3023 – Consumer Health Protection Division

Event Name: __________________________ Date From: ___________ To: ___________
Booth Name: __________________________ Event Location: I __________________________
Event Hours: Start: ___________ End: ___________ Set Up Time: ___________

Applicant: Owner/Operator __________________________
Address: __________________________________ City/State/Zip: ___________
Phone #: __________________________ Organizer Contact: __________________________
Email: __________________________ Fax #: __________________________

Location of food preparation: □ On Site □ Other _______________________________________________________________________

List all menu items: _____________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

I hereby agree to abide by all requirements of the Food Sanitation Ordinance as it relates to temporary food stands and understand that the enforcement authority may impose additional requirements and may prohibit the sale of some or all potentially hazardous food to protect the public. I further agree not to sell any home prepared products. I voluntarily agree to destroy any food deemed to be unfit for human consumption or hazardous to the public health. My failure to dispose of condemned food shall be grounds for immediate closure of the food operation.

Signature: __________________________ Date: ___________

Health Authority Signature Rev.05/01/2012

TREASURY DIVISION USE ONLY – TEMPORARY 0204

Business Registration Fee: $35.00 or 501 (c) (3)
Temporary Food Permit Fee: $25.00

Vendors shall not open for business prior to paying and obtaining a permit from Environmental Health Consumer Health Protection.

Amount Paid $___________ Date: ___________
Food Safety Check List Temp Events

- Cold Holding 41 degrees
- Hot Holding 135 degrees
- Cooking/reheating 165 degrees
- Do not thaw potentially hazardous food at room temperature
  - in refrigeration
  - under cold running water
  - in the microwave, only if you are cooking it right away
- All food items must be stored at least 6 inches off the floor
- Person in charge must be able to demonstrate food safety
  knowledge and be on site at all times of operation
- Thermometers must be in all cold holding units and you must have food thermometers for taking temperatures. Don’t guess!
- Sanitizers- Bleach or Quat/Test strips. Test your buckets each time they are made
  - Bleach- 50 to 100 ppm
  - Quat- usually 200 to 400 ppm
- Sani-wipes are allowed to wipe down surfaces
- 3 compartment sinks- If you are serving food that is not pre-packaged, you need one to wash, rinse, and sanitize
- Hand washing stations/Gloves do not make you invincible! Wash hands and change gloves in between tasks! Place hand washing stations so they are accessible to all employees, encourage hand washing
- Hair restraints- Tie your hair back, wear a cap, or a hair net
• DO NOT EAT, SMOKE, OR DRINK IN FOOD PREP AREAS! THIS IS THE MOST COMMON VIOLATION AT TEMP EVENTS. A STRAW AND A LID IS REQUIRED IF YOU WANT TO DRINK IN FOOD PREP AREAS
• Personal Hygiene- Clean clothes, trimmed finger nails, no ill employees or infected lesions
• Dispose of solid and liquid waste. No dumping!
• Ice chests will not be used for cold holding for events lasting more than 1 day
• ABSOLUTELY NO FOOD PREPARED AT HOME! ALL FOOD MUST BE PREPARED ON SITE OR AT A PERMITTED FACILITY
• PERSONS IN CHARGE ARE RESPONSIBLE TO GET THIS INFORMATION TO ALL PEOPLE WORKING IN THE BOOTHS!
• THE SAME RULES IN RESTAURANT FACILITIES APPLY TO TEMPORARY EVENTS. YOU DO NOT WANT TO GET PEOPLE SICK