



ENVIRONMENTAL HEALTH SECTION
106 EAST MORGAN STREET
SUITE 105
BREVARD, NC 28712
828.884.3139 FAX: 828.884.3259

TEMPORARY FOOD ESTABLISHMENT APPLICATION

Return completed application, \$75 fee (check made payable to Transylvania County) at least 15 days before event to address above.

Event Information

Event Name
Event Coordinator
Phone Fax Cell
Email address or web site
Location:

Vendor Information

Organization/Business Name
Contact Name
Phone Fax Cell
Email address
Mailing Address
City State Zip

Planned Operation

Set-Up: Date: Time
Start Food Sales: Date: Time
End Food Sales: Date: Time

When will you be ready for inspection?
(Food booth must be completely set up; no food may be prepared until the Health Department issues your permit on-site)

1. Will you prepare any food or beverage prior to the festival? (If yes, all food or beverage must be prepared at a permitted kitchen, not a home kitchen.)

Yes No (You must attach a letter from the owner/operator of kitchen stating terms of approval to use the facility.)

Name of Prep Kitchen/Facility and Permit Holder:
Address of Facility City Zip
Date and time of advanced preparation:
Approval to use facility granted by:
List all foods you will prepare at this site:

2. Will you prepare fresh vegetables or fruits at your booth? Yes No If yes, a separate food preparation sink is required.

3. Will you offer any potentially hazardous foods of animal origin in raw, undercooked or partially cooked form? Yes No
You must provide a disclosure and reminder at the location where food is selected by the consumer, such as on a menu board.

4. Do you have an employee health policy? Yes No
An employee health policy is required. A copy of a signed Employee Health Policy Agreement must be at the booth for all workers.

5. Do you have a NC permit for a pushcart or mobile food unit? Yes No
Please give the name of your permitting health department or establishment id number.

If you do not leave the festival grounds and return to your commissary each day, you MUST apply for a Temporary permit.
I plan to leave the festival site each day to return to the permitted kitchen or commissary for supplies, cleaning and servicing.
I plan to remain in place during the festival and am applying for a temporary food permit for this event.

6. EXEMPT Operations: Please complete an "Exempted Food Sales Application".
You may only sell food or regulated beverages using your exempt status once a month for up to two consecutive days.

Please note, submission of an application and payment of the fee does not guarantee a permit will be issued.

Vendor Name _____ Festival: _____

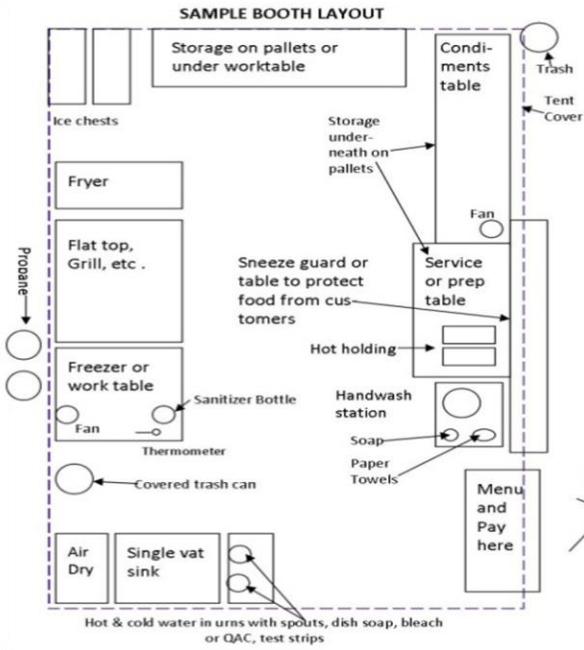
PLEASE LIST ALL FOOD and BEVERAGES TO BE SERVED. Use additional page if needed. All potentially hazardous foods must be kept hot (135F or above) or cold (45F or below). Failure to provide packaging, invoices or receipts for all foods, or, failure to keep TCS/PHF foods in temperature may result in disposal or embargo of the food. Menu items are subject to approval and may be restricted or prohibited.

GENERAL: A brief description of your menu (or attach a menu)					<i>Example: steak or chicken wraps with lettuce, tomato and dressing, blooming onions with sauce, hot dogs on bun with chili and slaw, packaged chips, tea, lemonade, bottled drinks)</i>	
FOOD ITEM	FOOD SUPPLIER (where purchased, product description)	PREPARATION include thawing of frozen foods, washing or cutting of veggies and fruits (what, where, how)	COLD HOLDING (refrigeration units, coolers of ice, etc. for all potentially hazardous foods during transport and booth operation)	COOKING or REHEATING (propane or electric; deep fry, grill, microwave, etc. & final cook temperature)	HOT HOLDING (how you will hold food hot after cooking)	LEFTOVERS DISPOSAL (all potentially hazardous foods that have been heated must be discarded at end of day)
<i>Chicken or beef wraps</i>	<i>Frozen raw chicken breasts and beef strips, bagged prewashed lettuce, whole tomatoes, tortillas from Sam's Club, receipt available.</i>	<i>Wash and chop tomatoes in prep sink at booth</i>	<i>Frozen meats stored in chest freezer on truck and on ice in chest cooler #1 at booth; veggies stored on ice in chest cooler #2.</i>	<i>Meats cooked on flat top – chicken to 165F, beef to 155F</i>	<i>Meats held in chafing dishes @135F, veggies & condiments added to wrap when ordered</i>	<i>Leftover cooked meats to be discarded at end of day</i>

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Vendor Name _____ Festival: _____

Planned Booth Layout: All food, utensils and equipment must have overhead protection. All storage must be above the ground or booth floor.



Water: I will use water provided at event (potable water hose)

I will provide bottled water

On-site well (requires inspection and sampling TCDPH)

Garbage: Waste cans taken off site Event dumpster

Wastewater: Event gray water tank
 Other _____

Grease: Taken off site Event grease receptacle

Cold Holding: Refrigerated truck Freezer
 Commercial refrigerator Chest cooler with drain

Hot holding: chafing dishes electric hot box
 grill other _____

Utensil Washing:
 3-compartment sink 3 utility sinks
 3 bus tubs/basins other _____

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Festival Operator's Checklist



1. FOOD PROTECTION:

- Approved source: all food and ice from an inspected or approved source, properly labeled, receipts/invoices, in original packaging
 - Meats in ready-to-cook portions
 - **No salads with ingredients that are cooked and cooled can be made on-site**
 - Food heated at booth may not be sold or held for use on subsequent days or at future events
- Ice for drinks separate from ice for keeping foods cold, handled scoops
 - No ready-to-eat food in direct contact with ice.
 - Non-mechanical coolers must have a drainage port
- Thermometer accurate, metal stem-type (0-220 °F dial-faced or better)
- Sneeze guard or barrier for food exposed to customers
- Hair nets or caps
- Gloves, disposable and clean utensils (**No bare hand contact with food that is ready to eat**)
- Food preparation sink if produce will be washed at booth**
 - Warm/cold water under pressure, or
 - Container with unassisted free-flowing faucet or stopcock
 - Wastewater bin

2. UTENSIL WASHING:

- Three basins of sufficient size to wash, rinse and sanitize utensils
 - **wash water must be maintained at a minimum of 110F, all solutions maintained clean**
- Drainboard, table or counter space for air drying
- Water under pressure; and a method to heat water
- Wastewater bucket or tank
- Soap, sanitizer, sanitizer test strips

3. HANDWASHING FACILITY: Handwashing use only!

- 2-gallon container** of warm water (or larger) with unassisted free-flowing faucet or stopcock
- Soap, single-use towels
- Wastewater tank or bucket

4. PHYSICAL FACILITY:

- Bottled water, containers and potable water hose **labeled** and used solely for potable water for water obtained on site
- Screening and/or fans for controlling flying insects
- Trash cans with lids, liners
- Tent, canopy or other weather proof cover; **covering** for grill or other cookers not under tent
- Ground cover if not set up on asphalt, concrete or similar floor.
- Crates, pallets, 2x4's etc. to store all equipment & food above the ground
- Wastewater collection tank or bucket with lid
- Waste grease container with lid suitable for hauling off site

5. DOCUMENTS:

- Letter from owner of permitted kitchen for food prepped away from booth
- Copy of permit from approved commissary or approval from regulatory authority for food prepped away from booth
- Copy of tax exempt letter for non-profit or political committee exemption
- Employee health policy, agreement to report specific symptoms and illnesses

