

Application for a License to Conduct a Temporary: (check only one)

Instruction:

1. Complete the applicable section. (Make any corrections if necessary.)
2. Sign and date the application.
3. Make a check or money order payable to:
4. Return check and signed application to:

- Food Service Operation
 Retail Food Establishment



Before the license application can be processed the application must be completed and the indicated fee submitted. Failure to complete this application and remit the proper fee will result in not issuing a license. This action is governed by Chapter 3717 of the Ohio Revised Code.

| | | | |
|----------------------------------|------------------|--------------------|---------------|
| Name of Temporary food facility: | | | |
| Location of event: | | | |
| Address of event | | | |
| City | State | Zip | Email |
| Start date: / / | End date: / / | Operation time(s): | |
| Name of license holder: | | | Phone number: |
| Address of License holder | | | |
| City | State | Zip | Email |
| List all foods being served/sold | | | |
| | | | |
| | | | |

I hereby certify that I am the license holder, or the authorized representative, of the temporary food service operation or temporary retail food establishment indicated above:

| | |
|-----------|------|
| Signature | Date |
|-----------|------|

Licensors to complete below **\$60 - Commerical / \$30 Non Commerical**

| | |
|----------------|--------------|
| Valid date(s): | License fee: |
|----------------|--------------|

Application approved for license as required by Chapter 3717 of the Ohio Revised Code.

| | |
|-----------|-------------|
| By | Date |
| Audit no. | License no. |

**TEMPORARY FOOD SERVICE/FOOD ESTABLISHMENT
FACILITY PLAN REVIEW**

FOOD:

A: List ALL proposed food and beverage items to be prepared and/or served and sold:

B. Where will these items be purchased?

- Local grocery store(s)
Name(s) _____
- Other supplier(s)
Name(s) _____

Please take notice: No home produced foods will be permitted unless you comply with cottage foods regulations or have a home bakery license from the Ohio Department of Agriculture. All foods must be prepared and/or cooked on site or in a licensed facility.

C. Where will these items be prepared?

- On location during the event
- At a licensed food service operation/commissary
Name of operation _____
- At a church, fire station
Name of facility _____
- Home bakery
License # _____

FOOD PROTECTION:

A. How will the food be kept cold (41°F or below)?

- Mechanical refrigeration
- Cooler chests
- Other – Specify _____

B. How will the food be cooked and/or kept hot (135°F or above)?

Please take notice: Home Style CROCKPOTS are not approved equipment for a licensed operation.

- Stove
- Electric roasters or skillets
- Other – Specify _____
- Charcoal/gas grills
- Gas camping stoves

C. Water source – (Water that will be used for cooking or serving):

- Municipal supply (name of municipality) _____
- Public water supply (name or PWS# of supply) _____
- Private water supply (water sample required) _____
- Other approved source (name of source) _____

SANITATION:

A. What set-up method will be provided for dishwashing to properly wash-rinse-sanitize? What type of sanitizer will be used? (Bleach or Quaternary Ammonia)

B. Will an on-site accessible handwash sink with running hot/cold water, soap and paper towels be provided? Yes _____

If not, then what type of handwash facilities will be provided?

- Portable handwash station with hot/warm water, soap and paper towels with waste water container storage. (see attached illustration)

C. How will hot/warm water be provided for handwashing and/or dishwashing?

- In line hot water heater
- Stove top burner
- Coffee urn
- Other – Specify _____

DRAW A SKETCH OF YOUR FOOD BOOTH SET-UP: A diagram of your temporary food booth **MUST** be drawn below, **including:** handwashing station; dishwashing (3 buckets or sinks); location of cooking equipment, hot holding equipment, coolers, prep tables and service area.

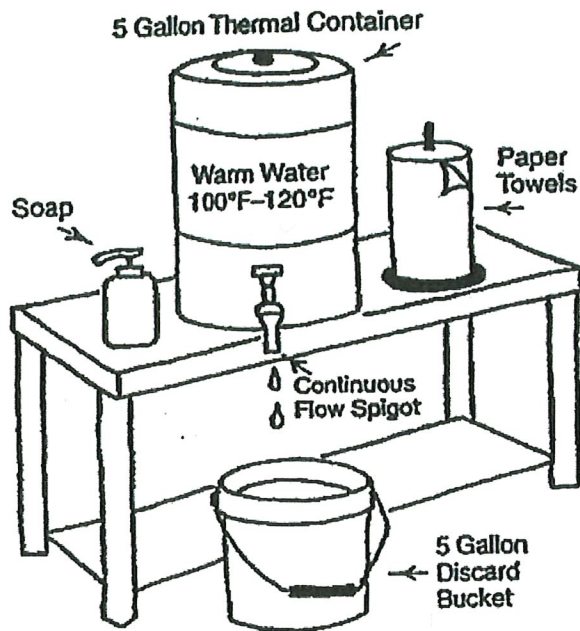
FOOD SAFETY AT TEMPORARY EVENTS

The following is a list of procedures and items for your guidance as you prepare and serve your product to the public.

- Handwashing:** A portable set-up with hot/warm water with soap and disposable paper towels and waste water storage may be provided for the handwashing. (**see Handwashing Handout in packet**).
- Disposable Gloves:** Latex free disposable gloves are required when preparing/serving foods that require no further cooking.
- Hair Control:** Hair must be effectively restrained by use of caps, hairnets and/or having long hair tied back. Beards must also be restrained.
- Food Temperatures:** All food requiring refrigeration must be held at **41° F** or lower prior to cooking or serving. All hot foods must be maintained at **135°** or above after proper cooking. Food being reheated must be reheated to **165° F** and then maintained at **135° F** or hotter.
- Hot Holding:** Equipment used for keeping food hot must be designed to heat and reheat food evenly and quickly. **Home-style crockpots are not for food service use.** Electric skillets and/or electric roasters with digital control knobs may be used.
- Thermometer:** A metal stem probe food thermometer (**0° F – 220° F**) or must be provided to measure temperatures when time/temperature controlled for safety foods, such as, hamburger, chicken and potato salad are being served. **A meat thermometer is the not permitted since it can't read proper cold holding temperatures.**
- Dishwashing:** Containers of soapy water, clean water, and sanitizer water are to be provided for cleaning, and sanitizing utensils, equipment and food contact surfaces. Regular unscented chlorine bleach can be used as a sanitizer. The procedure is to wash, rinse, and sanitize.
- Ice Scoop:** A scoop with a handle must be used to serve ice to the customer.
- Food/Equipment Storage:** All food products and food equipment must be covered and stored six inches (6") or more off the ground.
- Tobacco Use:** No tobacco use is permitted in the licensed food area where food is being prepared, served and sold.
- Water Connector:** Use only an approved food grade hose for potable water connections – **GARDEN HOSES ARE NOT PERMITTED!** We recommend that an A.S.S.E. 1011 backflow preventor be placed on the hose at the water source.

 **Knox**
PUBLIC HEALTH

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Be sure all workers frequently wash their hands thoroughly with soap, water and paper towels.

Wash hands each time employees change duties: After cleaning up, handling garbage, touching face, nose and other body parts, between breaks, after handling money, and after using a restroom.

*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 use by all temporary food service workers.

COOKING TEMPERATURES

Cooking foods to the wrong temperature may cause foodborne illness!

Minimum Safe Internal Cooking Temperatures

Poultry 165°F
Reheat Leftovers

Ground Beef and Pork 155°F

In shell eggs 145°F
Fish & Shellfish
Whole Beef
Whole Pork
Whole Lamb

Vegetables & pre-cooked foods 135°F

After food is cooked it must be held hot at **135°F**

