



DAVIDSON COUNTY HEALTH DEPARTMENT

Protecting, Caring, Serving Our County

Lillian Koontz, MPA, REHS
HEALTH DIRECTOR

Rebecca Daley, RN, MHA
CHAIR, BOARD OF HEALTH

Michael Garrison, MD
MEDICAL DIRECTOR

TEMPORARY FOOD ESTABLISHMENT APPLICATION

Fill out the first 3 pages and send them back to the Davidson County Health Department
P.O. Box 439 Lexington NC 27293

This application is required by the Davidson County Health Department for each food vendor. This application will help you understand the food rules at temporary events including, personal hygiene requirements, proper food handling and safety, and what equipment is required. This application will help us to review your food service set up prior to the event. This will only make permitting your operation easier on the day of the event.

There is a \$75.00 Temporary Food Establishment Permit Fee required by the Department of Environment and Natural Resources, payable to Davidson County Health Department. This fee must be paid in advance of the festival you plan to operate **and will not be collected at the site of the event.**

Event Information:

Name of the Event: _____

Event Coordinator/Planner: _____

Location of Event: _____

Event Start Date & Time: _____ Event Ending Date & Time _____

Food Service Operation Hours: _____

Vendor Information:

Name of Business or Organization: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person Name: _____

Phone #: _____ Cell# _____ Fax# _____

Email Address: _____

Address: _____

City: _____ State: _____ Zip code: _____

MENU ITEMS ARE SUBJECT TO APPROVAL AND MAY BE RESTRICTED

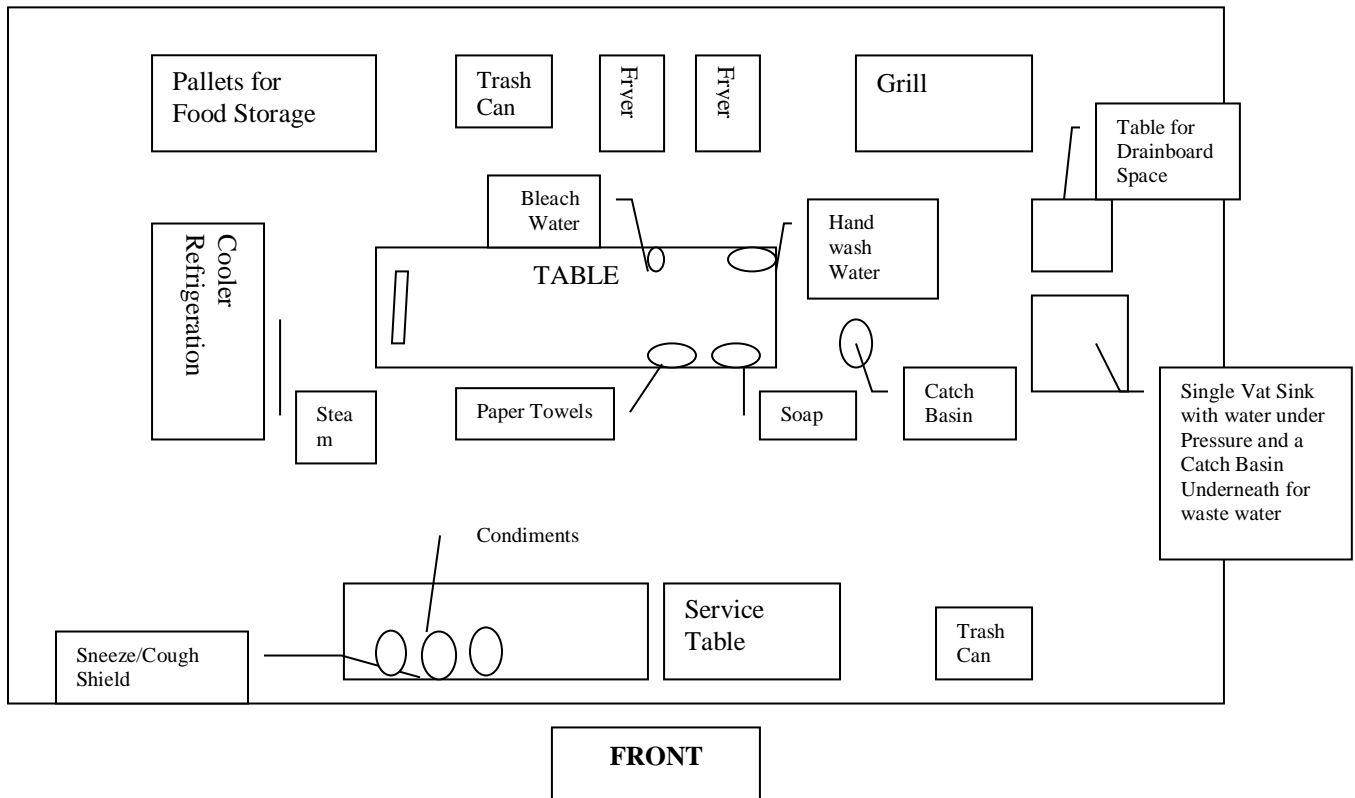
Applicant Signature: _____ Date: _____

MENU EXAMPLE

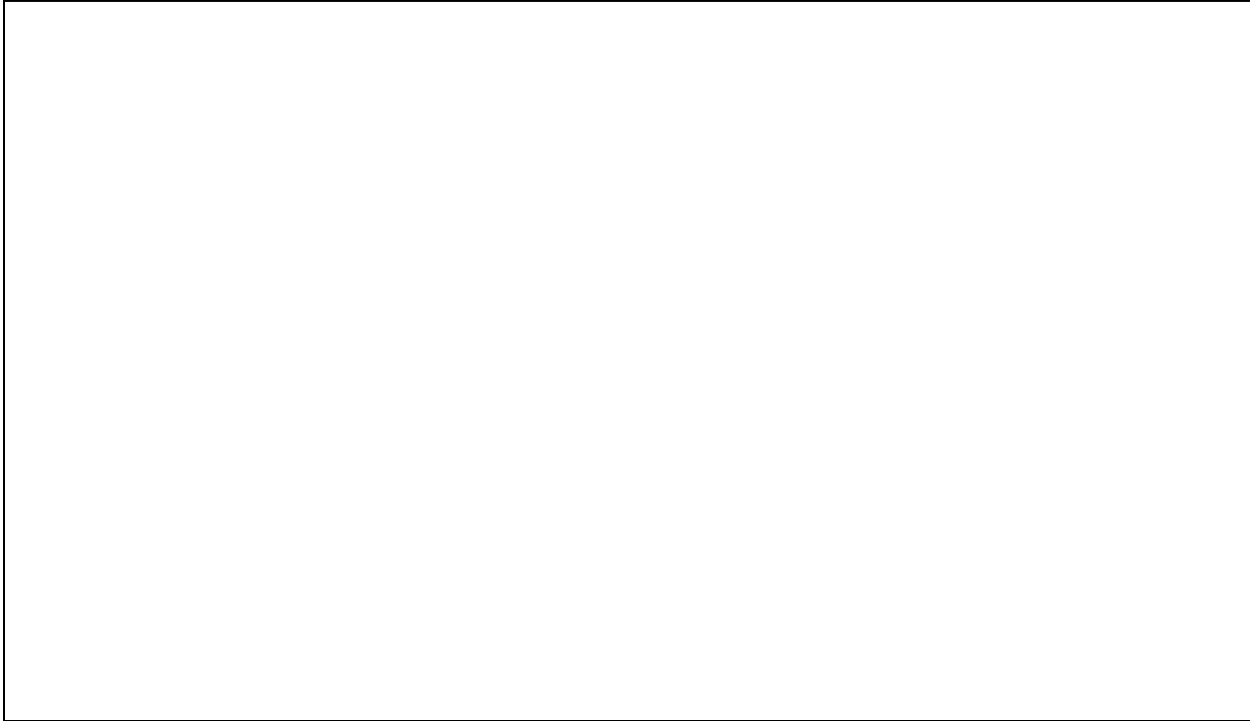
FOOD ITEM	Method of Transporting Food to the event	Where is your food to be purchased, how is it to be prepared, and how is it to be cooked and stored?
<i>BBQ</i>	<i>Coolers or Onsite – Refrigeration units, Etc.</i>	<i>Purchased frozen at Food Lion, thawed in refrigerator then heated on stove to 165° F held Above 135° F on steam table.</i>

**Temporary Food Service
Booth Layout**

Example of Booth Layout



Vendor Booth Layout



These are the rules that all regulated food vendors must follow

15A NCAC 18A .2635 Requirements for Temporary Food Establishments

The following requirements shall be satisfied in order for temporary food establishments to qualify for a permit under Rule .2602 of The North Carolina Rules Governing the Sanitation of Food Service Establishments.

- (1) Temporary food establishments shall be located in clean surroundings and kept in a clean and sanitary condition. They shall be so constructed and arranged that food, utensils, and equipment will not be exposed to insects, dust, and other contamination. Protection against flies and other insects shall be provided by screening or by effective use of fans. **(Be prepared to have both screening and fans).**
- (2) Where food or griddles are exposed to the public or to dust or insects, they shall be protected by glass, or otherwise, on the front, top, and ends, and exposed only as much as may be necessary to permit handling and serving of the food. **(All food preparation must be done with a cover & you must have sneeze guards)**
- (3) All griddles, warmers, spatulas, refrigerators, and other utensils and equipment shall be cleaned routinely and maintained in a sanitary manner. **(All equipment must be clean and in good working order, this includes coolers too).**
- (4) Running water under pressure shall be provided. The water supply shall be approved and of a safe, sanitary quality. Provisions shall be made for heating water for the washing of utensils and equipment. At least a single vat sink, large enough in which to wash cooking utensils, pots, and pans, must be provided. At least one drainboard or counter top space must be provided. **(Yes, you must have water under pressure, a way to heat it, and this sink will be required).**
- (5) Facilities shall be provided for employees' handwashing. These may consist of a pan, soap, and single-use towels. **(An example of a proper handwash station is found on the last page of this application)**
- (6) Convenient and approved toilet facilities shall be provided for use by employees. Public toilet facilities provided on the grounds are acceptable if reasonably convenient, adequate, and kept clean. **Sewage shall**

- be disposed of in an approved manner.** The event coordinator should have made plans for sewage disposal or it must be hauled off by the Temporary Food Establishment.
- (7) Potentially hazardous foods shall be refrigerated in accordance with Rule .2609 of this Section. All food shall be stored, handled, and displayed in accordance with Rule .2610(a) through (d) of this Section. Food service equipment shall be stored in accordance with Rule .2620 of this Section. **(A list of cold and hot holding and cook to temperatures can be found on page 6 of this application).**
- (8) Garbage and refuse shall be collected and stored in standard water-tight garbage cans provided with tight fitting lids or other approved containers or methods. Garbage and refuse shall be removed at least daily and disposed of in a sanitary manner. Wastewater shall be disposed of so as not to create a nuisance. Each operator shall keep his immediate premises clean. **(Do not throw any wash water from hands or utensils onto the ground surface or down storm drains. A dump site should be provided by the event organizer – you need to ask where it is located).**
- (9) All food served shall be clean, wholesome, and free from adulteration. Potentially hazardous foods such as cream-filled pastries and pies, and salads such as potato, chicken, ham, crab, etc., shall not be served in a temporary food establishment. Hamburgers shall be obtained from an approved market or plant in patties separated by clean paper, or other wrapping material, and ready to cook. Wrapped sandwiches shall be obtained from an approved source. Poultry shall be prepared for cooking in an approved market or plant. Drinks served shall be limited to packaged, canned, or bottled drinks, packaged milk, coffee, or carbonated beverages from approved dispensing devices. **(All food, including ice must come to the event labeled from an approved facility, market, supplier, etc. Food must not be prepared or cooked at home. This includes washing, rinsing, peeling, slicing, skewering or any other type of food preparation)**
- (10) Food prepared by local groups shall be prepared in an approved kitchen, and such groups shall maintain a record of the type and origin of such foods. These foods shall be prepared, transported, and stored in a sanitary manner protected from contamination and spoilage. **(These are un-regulated groups such as churches, civic groups or political groups).**
- (11) No person who has a communicable or infectious disease that can be transmitted by foods, or who is a carrier of organisms that cause such a disease, or who has a boil, infected wound, or an acute respiratory infection with cough and nasal discharge, shall work in a temporary food establishment in any capacity in which there is a likelihood of such person contaminating food or food-contact surfaces, with disease-causing organisms or transmitting the illness to other persons. **(People that are sick shall not work with food or drinks).**

Food Protection: Proper Cooking and Holding Temperatures

Cook to Temperatures

These temperatures are to be taken with your metal stem thermometer at the center of the food source being cooked or stored, not the temperature on the outside surface of the food source.

Potentially Hazardous (this includes fish and vegetables that are to be cooked) foods requiring cooking shall be cooked to a temperature of at least 140° F, except:

Poultry, poultry stuffings, stuffed meats shall be cooked to heat all parts of the food to at least 165° F.

Pork and any food containing pork shall be cooked to heat all parts of the food to at least 150° F for 15 seconds.

Ground beef and foods containing ground beef shall be cooked to an internal temperature of at least 155° F.

****REMEMBER** the above temperatures are the measured internal temperatures of the food being cooked – not the outside or surface temperatures. These temperatures should be taken in the center or the thickest part of the food source being cooked.

Potentially hazardous foods that have been cooked and then refrigerated, if served above 45° F shall be reheated rapidly to an internal temperature of 165° F or higher before being served or before being placed in a hot food storage unit. Hot holding storage units are not designed to re-heat food. This unit must hold foods to be served hot at 135° F or greater.

Food Holding Temperatures

All potentially hazardous foods, except rare roast beef, shall be stored at temperatures of 135° F or above (hot holding temperatures); or 45° F or below (refrigerated temperatures) except during necessary periods of preparation and serving. Rare roast beef shall be stored at a temperature of at least 130° F or above; or 45° F or below.

All potentially hazardous food that is transported must be maintained at the temperature noted above.

Use a calibrated metal stem thermometer, preferably with a range of 0° F – 220 °F, accurate to +/- 2° F shall be provided and used to assure that these food temperatures are being maintained.

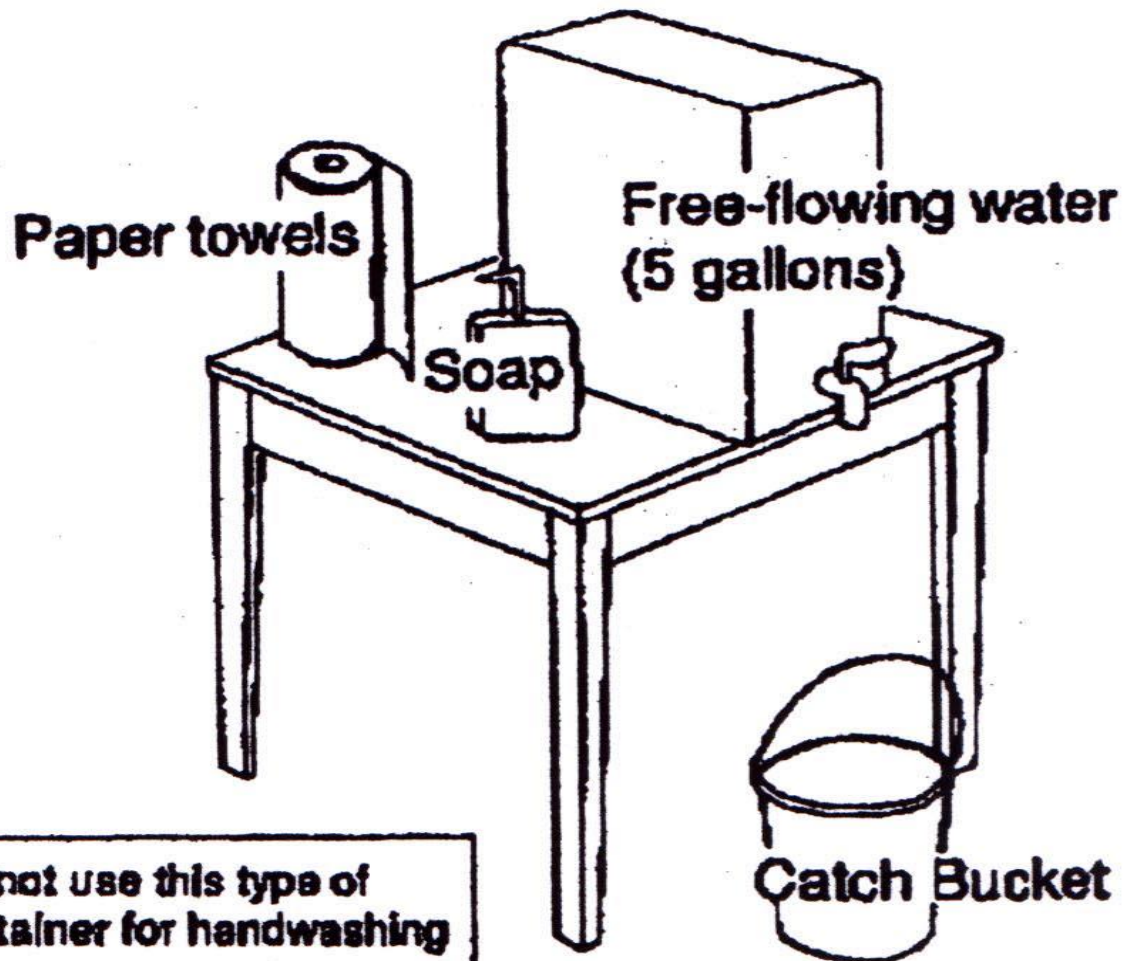
The Responsibilities of the Temporary Food Establishment Operator

1. All food(s) must be obtained from an approved source. **Food shall not be prepared prior to the event** without a temporary food establishment (TFE) permit. **Food prepared without a TFE permit will be subject to being discarded. Do not prepare, sell, or serve any food before receiving a permit;** again food prepared without a TFE Permit will be subject to being discarded.
2. The food vendor has the responsibility to verify that the organizer or sponsor of the event has made available all necessary water and electrical connections as well as wastewater disposal sites for the operation of their temporary food establishment. A white or clear food grade hose (**not a green garden type hose**) is required for all drinking water connections.
3. All food service equipment used for the temporary food establishment shall be properly cleaned and sanitized prior to permitting the food service. A representative from the Davidson County Health Department will visit each TFE and issue a permit to those that meet the requirements in Rule .2635. The following check list will help you with your set-up.
 - A. Sanitizer made with bleach and mixed with water to strength of 50 ppm.
 - B. Sanitizer test strips must be available in order to check strength of sanitizer.
 - C. A metal stem food thermometer for taking food temperatures. The scale should be 0° F to 220° F.
 - D. Water under pressure shall be provided. The ability to heat water shall be available.
 - E. All food handling, preparation, cooking must be done in an area protected by cover overhead and side cover, including front and back.
 - F. All food must be stored above the ground.
 - G. Open food displays and food service equipment must be protected from the public by use of sneeze guards.
 - H. At least a single vat sink for utensil washing and drainboard space for drying washed utensils.
 - I. A separate employee handwashing station with anti-bacterial soap & disposable paper towels must be provided.
 - J. Ice scoops and a separate clean container for storing ice used for drinks must be available.
 - K. Hair restraints shall be worn for all employees handling, preparing, cooking food (baseball caps, visors, hairnets).

Please contact the Davidson County Health Department, Division of Environmental Health if you have any questions at 336-242-2310 or enhealthsupport@davidsoncountync.gov.

Handwashing Facilities

Correct Handwashing Set-up



Do not use this type of container for handwashing

