Temporary Food Service Permit Application

No permit fee is required for one-day events. Two days up to fourteen days has a permit fee of $10.00 (one time) or $25.00 (calendar year) must be included with the application.

Name of Organization/Person: ______________________________________________________

Certified Personnel: __________________________  Certification Number: ________________

Event(s): __________________________________________ Location: _____________________

Dates food will be served: _________________________________________________________

Food items to be served and source of food: _________________________________________

Source of water: ____City water  ____Commercially Bottled  ____Well (include test results)

Method for heating water: _______________________________________________________

Type of refrigeration facilities: ____________________________________________________

Single service dishes and utensils: ____Yes  ____No

Method of sanitizing equipment: __________________________________________________

I certify that the above information is true and correct, and that I have read and agree to abide by the local Health Department's Temporary Food Service Regulations.

Applicant's Signature: __________________________ Date: ___________________________

Address: __________________________ Phone: _________________________________

This permit is not valid until signed by Health Department personnel. This permit is only valid for the dates indicated and is not transferable to another person, location or event.

For Office Use Only

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Temperatures

Approved By: __________________________ Date: __________________________
Temporary Food Event
Checklist for Safe Food Handling

Check each box to verify you have read each action...

☐ Handwashing facilities — A hand washing station as illustrated or a sink (not in a restroom) will be provided. Either must be within 20 feet of the place where food is being handled. Either must have running water, soap in a dispenser, and paper towels. (Note: Portable water supply must have spigot to allow water to flow freely — no push buttons allowed).

☐ Cold food will be kept at 41 degrees or less while in storage — describe below how food will be kept cold.

☐ Hot food will be kept at 135 degrees or more after cooking — describe below how food will be kept hot.

☐ A stem thermometer will be available for checking the temperature of hot food and a thermometer will be placed in all cold holding equipment.

☐ Food will only be prepared on-site or at an off-site location approved in advance of the event by the department. There will be no home preparation of food.

☐ All food preparation, cooking, service, and grills will be under a tent or roof. If the event is two or more days in length, the preparation and service areas will have floors, back, sides, and fans to provide an air curtain at the front opening. All mobile units will have screens and/or working air curtains (fans) at all open windows and doors.

☐ Three pans will be provided (or a three compartment sink) to wash, rinse, and sanitize food handling utensils. Utensils will be air dried. Type of sanitizer to be used: ________________________________

☐ A bucket or spray bottles containing sanitizer solution will be provided to clean food preparation counters.

☐ Gloves will be worn by all people handling ready-to-eat food.

I have read the checklist above for safe food handling and agree to implement these practices at the temporary event. If I am not responsible for food handling at the event, I will provide this checklist to the person who is responsible for food handling and will make sure they agree to abide by these practices. If you have questions, or the event is cancelled, call the Cass County Health Department between 8:30-4:30 p.m. Monday-Friday.

Signature ________________________________ Date ________________________________

Printed Name ________________________________