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www.tooelehealth.org

TEMPORARY FOOD ESTABLISHMENT PERMIT APPLICATION

Establishment Name: _____

Owner: _____ Phone: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Email Address: _____ Please circle one: Single Event Permit Annual Permit

Single Event Permit:

Event Name: _____ Location: _____

Event Coordinator: _____ Phone: _____

Booth Contact Person: _____ Phone: _____

Requested Permit Dates: _____ Time of Operation: _____ # of Booths: _____

Annual Permit:

- An annual food establishment permit will **only** be issued to vendors with a satisfactory history of food code compliance in Tooele County.
- A schedule listing the dates and times of events must be submitted to the Department at the time of application. Any additions to the schedule must be submitted to the Department **at least 72 hours prior to the event**. Failure to do so may result in the exclusion of the establishment from the event. Schedule can be emailed to eh@tooelehealth.org

Fee Schedule:

Check one	Level of Hazardous Food	Permit Fee (72 hours prior to event)	Late Permit Fee (less than 72 hours prior to event)
<input type="checkbox"/>	Single Event Permit- Tier 1 Three or less foods that require time/temp. control for safety	\$20 Per booth, per day	\$35 Per booth, per day
<input type="checkbox"/>	Single Event Permit- Tier 2 More than three foods that require time/temp. control for safety	\$40 Per booth, per day	\$55 Per booth, per day
<input type="checkbox"/>	Annual Permit	\$200 Per booth, per year	n/a

MENU ITEMS:

A site plan must be included with this worksheet. Plan should show locations of all cooking, cold and hot holding equipment, hand washing stations, scullery, and garbage receptacles.

Indicate how compliance with regulations will be achieved:

1. List all food items that will be prepared prior to the event:

2. If food is prepared prior to the event, which commissary/restaurant will it be prepared at? Please provide name of establishment, address, and phone number. _____

3. Of the items to be served hot, which will be cooked prior to the event? List date and time when each will be prepared. ***Accurate food thermometers must be used to determine appropriate final cook temperatures have been met.***

- a. Once cooked, how will each cooked product be cooled? _____

- b. Once cooled, how and where will each food product be stored?

- c. How and where will products be reheated? _____

4. If transported to the event site, what equipment will be used to maintain hot food items at 135 ° F or greater?

5. How will hot food items be stored above 135 ° F at the event site? List types of holding units and heat sources. If your booth requires electrical power, how will it be provided?

6. Of the menu items to be served cold, which will need to be cooked ahead of time, and then cooled? List the date and time when each will be prepared.

a. How will each product be cooled? _____

b. How and where will each cold food product be stored prior to the event?

7. What equipment will be used to transport cold food at 41° F or below to the event site?

8. How will cold food items be stored below 41° F at the event site? Mechanical refrigeration or coolant material (dry ice, ice, gel packs, blue ice etc.) must be provided. List types of holding units, types of coolants to be used.

9. What final assembly of food product will take place at the event?

10. As foods are sold, how will product be re-supplied to the booth? (Replenishing new product into old product is prohibited.)

11. How and where will utensils be washed, rinsed, and sanitized?

12. Sanitizer to be used: (circle one) Bleach Quats

a. Concentration of sanitizer: _____ ppm. (Note: change every 2 hours)

b. Are test strips used? YES NO

c. Source of water: Hot _____
Cold _____
Tempered _____

13. What will be used to wash hands? Describe set up.

14. How will wastewater, such as wiping cloth water, hand wash water, or water from cooking processes, be collected? _____

15. Where will wastewater be disposed? _____

16. How will garbage / trash be disposed? _____

Applicant agrees that maintenance of a health permit is predicated on compliance with the Utah Code R392-100 (Food Service Sanitation) and Tooele County Health Department Regulation# 4. This permit is revocable for noncompliance.

Statement: I hereby certify that all information provided is correct, and I fully understand that any deviation without approval from the Tooele County Health Department may be grounds for suspension of any permit issued. The health department can make additional requirements.

Applicants signature: _____ Date: _____

OFFICE USE ONLY

Fee Paid: _____ Permit Number: _____ Date: _____

EH Specialist's Signature: _____

Temporary Food Establishment Guidelines

The Do's and Don'ts of Temporary Food Establishment

Do:

1. Do have at least one person with a valid Food Handler Permit in your booth during all hours of operation. Visit www.tooelehealth.org for Food Handler Class schedule and information.
2. Do protect food and drinks from splash, dust, or other sources of contamination (i.e., have a booth with a top that covers the entire food service area and a flooring surface of plywood, concrete, asphalt or other acceptable durable material).
3. Do have a functioning hand wash station that includes soap, disposable towels, flowing water from a container with a handled spigot, a catch basin or bucket to catch wastewater and a waste receptacle. Wastewater must be disposed of properly.
4. Do have adequate equipment for cooking and cooling as well as hot and cold holding equipment as needed by your menu. Ensure that you have an adequate power supply to reach and maintain proper temperatures.
5. Do have an accurate probe-type thermometer on site to check food temperatures. Probes must be cleaned and sanitized after each use.
6. Do have a three-compartment setup for cleaning, rinsing and sanitizing utensils and equipment.
7. Do have a handled scoop to dispense ice or food products. Scoop handles must not be in contact with the ice or food.
8. Do have necessary equipment to keep food covered and at proper temperatures when transporting.
9. Do have a supply of disposable gloves, an appropriate sanitizer (bleach/water mixture at 50 PPM minimum) and at least one waste receptacle.

Cold foods must be held at 41°F or below; hot foods must be held at 135°F or above.

Don't:

1. Don't operate a temporary event food booth without first applying for and receiving a valid permit from Tooele County Health Department.
2. Don't prepare or cook food at a private home to be used in your booth. All food must be prepared on-site at the event unless a commissary or restaurant is used as indicated on your application. All food must come from an approved source i.e., market, licensed supplier or grocery store.
3. Don't have any bare hand contact with ready-to-eat foods. Use gloves, tongs, spoons, spatulas, etc.
4. Don't serve ice in beverages that has been previously used to keep food or beverage containers cold.
5. Don't dispense ice with your hands. Ice can become contaminated and cause food borne illness.
6. Don't allow anyone who is sick inside your booth. Ill or unclean personnel are a frequent cause of food borne disease.
7. Don't use disposable gloves as a substitution for hand washing. Gloves can provide an additional barrier to contamination, but frequent and thorough hand washing remains the first line of defense in preventing food borne disease.

HAND WASHING SET UP

Hand Washing:

- All workers must wash their hands:
- Before any food preparation begins
- After using the restroom
- After smoking, using tobacco, eating, handling garbage, animals, or children.
- After touching bare human body parts other than clean hands
- After coughing, sneezing, using handkerchief or tissues
- After handling soiled equipment or utensils
- When switching between working with raw food and ready-to-eat food
- During food preparation, as necessary, to remove soil and contamination.
- After engaging in other activities that contaminate the hands

Hand Wash Station:

One hand washing station is required in the food preparation area of each event booth. A permanently plumbed sink is not needed for temporary events, but at a minimum there must be:

- A. Flowing water from a container with a handled spigot that allows continuous flow until manually turned off (a push button is not allowed)
- B. A catch bucket or basin for wastewater.
- C. Soap
- D. Paper (disposable towels)

There should be enough water available for the day's needs without running out – 5 gallons minimum. A booth will be subject to immediate closure if a hand washing station is not set up and operational **PRIOR** to beginning food handling and preparation.

