

2010
Public Health - Seattle & King County
TEMPORARY FOOD SERVICE APPLICATION

TYPE OR PRINT LEGIBLY
DUE AT APPROPRIATE DISTRICT OFFICE AT LEAST 14 DAYS PRIOR TO EVENT

| | | |
|-------------|------------|--|
| \$255 _____ | 6210 (P/E) | Temporary Event Permits |
| \$50 _____ | 6220 (P/E) | Limited Temporary Event Permits (includes demonstration- no raw oysters, raw milk, melon or cooking raw meat/poultry/fish.) List of limited temporary event foods available. |
| \$50 _____ | | Late fees apply to Limited Temporary and Temporary Event Permits. Late Fee, application made 3-5 days prior to the event. |
| \$100 _____ | | Late Fee , application made 1-2 days prior to event. Requires supervisor approval. |
| \$ _____ | | Total |

| |
|-------------------------------------|
| For Office Use Only |
| Permit No. (Service Request No.) |
| Inspection Code (District) |
| Event Code (Facility ID) |
| Invoice No. |

1. **Name of Booth:** _____ **Contact Person:** _____ **Email address:** _____
Home Address: _____ **City:** _____ **Zip:** _____ **Phone: ()** _____

2. **Event:** _____ **Event Coordinator:** _____ **Phone: ()** _____
Location/Address _____ **City:** _____ **Zip:** _____
Event Dates: _____ **Event Hours:** _____
Is this the first time for this event? _____ **Will this event occur next year?** _____

3. **List the location where the food is prepared /stored and who permits the location.**
Facility Name: _____ **Address:** _____ **City:** _____ **Zip:** _____
Permitting Agency: _____ **Dates and Times Kitchen Used:** _____

4. **MENU** (include beverages and all extra ingredients served with each item) and **PREPARATION PROCEDURES:**
a) Check which preparation procedure each menu item requires at the *RESTAURANT*:

| FOOD | thaw | cut/ assemble | cook/ bake | cool | cold holding | reheat | hot holding | portion | package |
|------|------|------------------|---------------|------|-----------------|--------|----------------|---------|---------|
| 1. | | | | | | | | | |
| 2. | | | | | | | | | |
| 3. | | | | | | | | | |
| 4. | | | | | | | | | |

b) Check which preparation procedure each item requires at the *BOOTH*:

| FOOD | cold holding | cook/ grill | reheat | hot holding | assemble | other |
|------|-----------------|----------------|--------|----------------|----------|-------|
| 1. | | | | | | |
| 2. | | | | | | |
| 3. | | | | | | |
| 4. | | | | | | |

NOTE: If your preparation procedures cannot fit these charts, please list all of the steps in preparing each menu item on a separate sheet.

5. How will you provide temperature control for potentially hazardous foods? Circle as many as you will be using.

Foods must be 41°F or colder, or 140°F or hotter. Check with your thermometer

Hot holding: steam table, oven, BBQ, gas grill, wok, steamers, stove, hot holding case, other (list) _____

Reheating or cooking: oven, BBQ, gas grill, wok, steamers, stove, other (list) _____

Cold holding: refrigerator, refrigerated truck, refreezable ice/cooler, dry ice/cooler, drained iced, freezer, other (list) _____

During Transport: _____

6. List personnel for the event (if you don't know who is working yet, provide a name list with Health Card numbers at the booth for the Health Officer):

| NAME | HEALTH CARD # | EXP. DATE | NAME | HEALTH CARD # | EXP. DATE |
|------|---------------|-----------|------|---------------|-----------|
| 1. | | | 4. | | |
| 2. | | | 5. | | |
| 3. | | | 6. | | |

7. Describe booth:

Floor _____

Roof _____

Walls _____

Walls and ceiling must be made of wood, canvas, or other material that protects the interior of the booth from dirt and weather. Foods cannot be prepared, cooked or displayed on the front counter unless there is some means of protection from contamination, sneeze guard. Floors must be made from a cleanable material. Booth must be large enough to accommodate all activity and food storage.

ADDITIONAL REQUIREMENTS:

1. Provide a gravity flow **handwashing facility** in your booth. This consists of an insulated container with a spigot that can lock in open position – capacity of 5 gallons or more filled with warm water about 100°F, a tub or bucket for waste water, pump soap and paper towels. You must check the handwash facilities throughout the day and refill when needed. **WASH HANDS FREQUENTLY!**
2. Provide **sanitizer solution** for wiping cloths in your booth. This solution consists of 1 teaspoon of bleach per gallon of water.
3. A **stem-type/digital thermometer** is required if you serve potentially hazardous foods. Check temperatures frequently.
4. Provide leak-proof **garbage containers** in your booth.
5. Provide **water** that is obtained from an approved source. No home storage of foods is allowed.
6. Dispose **wastewater** in a sanitary sewer. Disposal of wastewater in storm drains or on the ground is not allowed.
7. Provide **restrooms** for your employees. Restrooms must have hand sinks with hot and cold running water. **WASH HANDS BEFORE RETURNING TO THE BOOTH.** (Portable toilets are not allowed, unless portable hand washing facilities with hot water, soap and paper towels are provided.)
8. Provide **dishwashing facilities** if you are preparing food at the event or if the event is more than one day. For large events the event coordinator can supply. Soap and sanitizer must also be provided.
9. **Storage.** All food and single service utensils, napkins, etc., must be stored off the ground.

YOUR APPLICATION MUST BE RECEIVED AT LEAST 14 DAYS PRIOR TO THE EVENT. APPLICATIONS RECEIVED LESS THAN 14 DAYS PRIOR TO THE EVENT MAY NOT BE APPROVED. IF APPROVED, MENU MAY BE RESTRICTED. ONCE THE APPLICATION IS APPROVED, NO CHANGES MAY BE MADE WITHOUT APPROVAL BY THE HEALTH OFFICER. UNAUTHORIZED CHANGES MAY BE SUBJECT TO PERMIT SUSPENSION.

Signature of Operator
(Signing this application indicates that all guidelines will be met.)

Signature of Health Officer

Verified permit and operational information with _____ Date: _____

DISTRICT HEALTH CENTERS

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|-------------------------|--|
| EASTGATE | DOWNTOWN |
| 14350 S.E. Eastgate Way | 401 - 5 th Avenue, Suite 1100 |
| Bellevue, WA 98007 | Seattle, WA 98104 |
| (206) 296-9791 | (206) 296-4632 |