

Memorandum

May 10, 2016

To: All temporary food vendor applicants

From: Okanogan County Public Health

Please read this information below before you fill out the temporary food permit application. If any of the items listed below are not completed the permit application(s) will be denied and permit(s) will not be issued.

1. Payment for the temporary food service event must be paid in full and must be submitted with the permit application. Okanogan County Public Health accepts payment in the form of check, money order, or cash. All applications received without payment will be denied. Failure to pay the full amount will result in permit application denial. **A late fee of \$45.00 will be charged to all applications received within 14 days of the event start date.**
2. All food served at temporary events must be prepared at the event site. If you are serving a product that requires advanced preparation it will be allowed if it is prepared in a permitted kitchen in the state of Washington. You must provide a copy of the permit for the commissary kitchen, which has to be submitted with the permit application. You must describe in detail the process of cooking, cooling, and repackaging of the food product if there is advanced preparation (there is space to provide this information on the permit application). Any advanced food preparation outside the state of Washington will not be allowed in Okanogan County. Any advanced food preparation in a residential kitchen or an unpermitted kitchen will not be allowed.

If you have any questions concerning the temporary food service application you can contact me by phone (509) 422-7155 via email mharr@co.okanogan.wa.us.

Sincerely,



Michael C. Harr
Environmental Health Specialist



Okanogan County Public Health

<http://www.okanogancounty.org/ochd/index.htm>

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P.O. Box 231
Okanogan, WA 98840
(509) 422-7140
TDD (800) 833-6388

TEMPORARY FOOD SERVICE APPLICATION

Temporary Food Service Permits are good for one event of 21 consecutive days or less at one site. Temporary permits must be applied for at least fourteen (14) calendar days prior to the event. Permits received after that will not be accepted.

Fee - \$95.00 (High Hazard) or \$45.00 (Low Hazard) Amt Pd: \$ _____ Receipt #: _____

1. Event: _____ Coordinator: _____ Phone #: () _____

2. Organization/Food Service Represented: _____

3. Applicants Name: _____ Work Phone: () _____ Home Phone: () _____

4. Applicants Address: _____ City: _____ Zip Code: _____

5. Person/s In Charge At Site: _____ Phone #: () _____

6. Proposed Location: _____ Beginning Date: _____ Ending Date: _____
Start Time: _____ End Time: _____

7. Estimated Number of Customers Served Per Day: Less Than 50 50-100 More Than 100

8. Location and Time of Advanced Preparation: _____
****Questions 20 & 21 on pg #2 are required when advance prep is used.****

9. Describe : Cold Holding Equipment: _____

Hot Holding Equipment: _____

Cooking Equipment: _____

Reheating Equipment: _____

10. If Food is Transported to the Food Service Site What is Length of Time in Transport? _____

How is Food to be Kept Hot or Cold? _____

11. Stem-Type (0°-220° F) Food Thermometer Available? Yes No

12. Disposable gloves & food handling utensils available (no bare hand contact with ready to eat food allowed): Yes No

13. Public Water Supply Used: _____ Waste Water Disposal: Sewer Holding Tank

14. Handwashing Facilities Plumbed Sink or Gravity Flow Container

15. Sanitizing Solution (Bleach Water) and Wipe Down Cloth Available: Yes No

16. Utensil Washing Facilities: _____

17. Garbage Disposal: Cans or Dumpsters

18. Location of Toilets: _____ (in distance)

Note: Please fill out back of application

19. LIST ALL FOODS TO BE SERVED:

FOOD ITEM	OFF SITE PREP YES OR NO	ON SITE PREP YES OR NO	HOLDING HOT OR COLD	SERVING HOT OR COLD

20. ADVANCE PREP LOCATION (if applicable): _____

21. DESCRIBE ADVANCE PREP PROCEDURES: _____

22. DESCRIBE COOKING & COOLING PROCEDURES: _____

23. NUMBER OF PEOPLE IN BOOTH DURING COOKING AND SERVING: _____

24. NUMBER OF PEOPLE WITH FOOD HANDLER CARDS: _____

25. COMMENTS BY HEALTH DISTRICT: _____

COOLING OF POTENTIALLY HAZARDOUS FOODS IN THE BOOTH WILL NOT BE ALLOWED

I hereby consent to inspection by the Okanogan County Public Health and acknowledge that issuance and retention of this permit is contingent upon satisfactory compliance with local temporary food service requirements, a copy which I have received.

Applicant's Signature: _____

Date: _____

Approved By: _____

Date: _____

Refunds: Must be requested in writing within 90 days from the date of application. An administrative fee will be charged. If field work has been done, the fee is not eligible for refund.

Subpart B - Temporary Food Establishments

09200 Requirements and restrictions.

- (1) The PERMIT HOLDER and PERSON IN CHARGE of a TEMPORARY FOOD ESTABLISHMENT shall comply with the requirements of this chapter, except as otherwise provided in this subpart.
- (2) The REGULATORY AUTHORITY may impose additional requirements to protect against health hazards related to the operation of the TEMPORARY FOOD ESTABLISHMENT and may:
 - (a) Limit the FOOD preparation steps;
 - (b) Prohibit some menu items; and
 - (c) Restrict the mode of operation when facilities or EQUIPMENT are inadequate to protect public health.
- (3) The owner of a TEMPORARY FOOD ESTABLISHMENT shall:
 - (a) Apply to the REGULATORY AUTHORITY for a PERMIT to operate the TEMPORARY FOOD ESTABLISHMENT at least fourteen calendar days before intending to provide FOOD service, or as otherwise required by the REGULATORY AUTHORITY;
 - (b) Allow only EMPLOYEES and other PERSONS authorized by the REGULATORY AUTHORITY to be present in the TEMPORARY FOOD ESTABLISHMENT; and
 - (c) Require the PERSON IN CHARGE of the TEMPORARY FOOD ESTABLISHMENT to obtain a valid FOOD WORKER CARD before beginning work.

09205 Food and equipment protection--Standard operating procedures.

The PERSON IN CHARGE of a TEMPORARY FOOD ESTABLISHMENT shall ensure:

- (1) Adequate facilities are provided at the TEMPORARY FOOD ESTABLISHMENTS for all necessary FOOD preparation steps;
- (2) All FOODS, including ice, are from an APPROVED source;
- (3) All off-site FOOD preparation is done in an APPROVED FOOD ESTABLISHMENT;
- (4) All storage of FOOD and EQUIPMENT is done at APPROVED locations;
- (5) FOOD is transported and stored in properly designed FOOD-grade containers;
- (6) FOOD is protected from potential contamination during transport;
- (7) Only SINGLE-SERVICE ARTICLES are provided for use by CONSUMERS, unless otherwise APPROVED by the REGULATORY AUTHORITY; and
- (8) Condiments not in individual packages are provided in dispenser bottles or in other containers protected from contamination.

09210 Potentially hazardous food--Temperature control.

The PERSON IN CHARGE of a TEMPORARY FOOD ESTABLISHMENT shall ensure that POTENTIALLY HAZARDOUS FOODS are:

- (1) Not cooled in a TEMPORARY FOOD ESTABLISHMENT;
- (2) Properly temperature-controlled during transport to the temporary event location;
- (3) Temperature-monitored by use of a stem-type thermometer or thermocouple capable of measuring all proper food temperatures;
- (4) Reheated, for hot holding, from 41°F (5°C) to 165°F (74°C) or above within one hour when cooked and cooled in an APPROVED FOOD ESTABLISHMENT;
- (5) Reheated, for hot holding, from 41°F (5°C) to 135°F (60°C) or above within one hour when produced in a food processing plant;

- (6) Reheated no more than one time; and
- (7) Held in preheated mechanical hot holding EQUIPMENT or prechilled mechanical cold holding EQUIPMENT, or otherwise temperature controlled by an APPROVED method.

09215 Thawing thickness--Thawing potentially hazardous foods.

The PERSON IN CHARGE of a TEMPORARY FOOD ESTABLISHMENT shall ensure POTENTIALLY HAZARDOUS FOODS that are thawed as part of a continuous cooking process are not greater than four inches thick.

09220 Public access--Separation barrier.

The PERSON IN CHARGE of a TEMPORARY FOOD ESTABLISHMENT shall ensure a separation barrier or other effective method is used to protect FOOD preparation area and cooking areas from public access.

09225 Handwashing and wastewater--Facilities.

The PERMIT HOLDER of a TEMPORARY FOOD ESTABLISHMENT shall ensure APPROVED handwashing facilities allow convenient use by EMPLOYEES; are located within 25 feet of FOOD preparation, FOOD dispensing, and WAREWASHING areas; and include:

- (1) Potable, warm, running water;
- (2) Soap and paper towels;
- (3) A five-gallon or larger insulated container kept supplied with warm water for handwashing delivered through a continuous-flow spigot, if permanent plumbing is not available; and
- (4) A wastewater retention tank sufficient in size to hold all wastewater generated by the TEMPORARY FOOD ESTABLISHMENT until emptied in an APPROVED manner, if a public SEWAGE system hookup is not available.

09230 Employee restrooms--Toilet facilities.

The PERMIT HOLDER of a TEMPORARY FOOD ESTABLISHMENT shall ensure APPROVED toilet facilities are available for EMPLOYEES and are:

- (1) Readily accessible during all times of operation; and
- (2) Provided with handwashing facilities with potable, warm, running water.

09235 Sink compartment requirements--Warewashing facilities.

The PERMIT HOLDER of a TEMPORARY FOOD ESTABLISHMENT shall ensure access within 200 feet to a three-compartment sink with APPROVED drain boards and an adequate supply of hot and cold running water to wash, rinse, and SANITIZE UTENSILS when:

- (1) EQUIPMENT or UTENSILS are reused on-site; or
- (2) The TEMPORARY FOOD ESTABLISHMENT operates for two or more consecutive days; except
- (3) The REGULATORY AUTHORITY may approve an alternative UTENSIL cleaning method when three-compartment sinks with drain boards are not available and a health HAZARD cannot result.

09240 Sink compartment requirements--Food preparation sink.

The PERMIT HOLDER and PERSON IN CHARGE shall ensure a separate FOOD preparation sink is available at the TEMPORARY FOOD ESTABLISHMENT that is supplied with potable running water, drained to an APPROVED wastewater system through an indirect connection, if produce needs to be washed on-site. Alternative produce washing facilities may be used if APPROVED.