



DEVELOPMENT SERVICES DEPARTMENT

Health Division

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Temporary Health Permit Application

***Please submit a copy of the Food Handlers' Certificate(s) with this application.**

Event Date & Name

Address

Setup Time: _____ Time Sales Begin: _____ Time Sales End: _____

***Please have your cell phone available during event, so we can reach you.**

Submitted Date: _____

Business Name: _____

Contact: _____

Phone: _____

Email: _____

Please list each food item you plan to sell and how it will be prepared & served:

For Office Use Only

Permit Valid Date(s): _____

PSR: _____ Permit #: _____ Paid: _____

Health Inspector Approval: _____ Date: _____

Building Official Approval: _____ Date: _____

Requirements for Temporary Health Permit

(The Permit must be posted in public view)

FEES - All fees will be due at the time the permit is issued.

1. Single Day Events: \$55
2. Multiple Day Events: \$55 for the 1st Day; \$22 for each additional consecutive day not to exceed 14 days.
3. **Expedited Reviews (when applications are received with less than 1 business day to review) will be charged double the permit fee.**

FOOD

1. All food ingredients must be from an approved source and in sound condition. (Catered from a permitted establishment.)
2. All food preparation, processing, and service shall be located in/on an approved surface (concrete, asphalt).
3. All food items should be from an approved source, properly covered, and never stored on the ground.
4. Food Temperatures:
 - a. Cold Hold – shall not exceed -41°F/5°C or below
 - b. Hot Hold – shall not be less than 135°F/57.2°C
 - c. A metal stemmed thermometer must be provided. (0-220°F)
5. Cutting or preparation of any food item shall be done on a clean, smooth non-absorbent surface.
6. Only employees of the food booth shall be allowed in the food preparation area. (No children are allowed).

SANITATION

1. Food handlers must wear hand protection/gloves and hair restraints in in food preparation/service area at all times.
2. Hand wash station must be in use before any food prep begins. Warm water, soap & paper towels must be provided with a waste retention tub.
3. Three (3) separate tubs labeled “Wash”, “Rinse” & “Sanitize” must be on site.
4. Only single service items may be used (cups, plates, utensils, etc,) and must be stored not less than 6” from the ground.
5. Provide a trash receptacle with a lid for waste food items.

OTHER

1. A fire extinguisher must be present. (Booths are not allowed to share,)
2. Tobacco use is not allowed in food preparation or service areas.