

## HARNETT COUNTY APPLICATION FOR A TEMPORARY FOOD PERMIT

Food borne illnesses result from improper food preparation and poor sanitation practices. As vendors of Temporary Food Establishments you must follow guidelines to prevent public health concerns and ensure safe food. Please complete the following application for review by Harnett County Environmental Health Section no later than **10 (ten) calendar days** prior to the scheduled event. A permit will not be issued for your operation if you do not do so. Applications can be mailed to Harnett County Environmental Health Section, 307 Cornelius Harnett Blvd., Lillington, NC 27546. A permit fee of **\$75.00** must accompany this application. Fees will not be collected in the field. Payment of this fee does not guarantee a permit.

\*\*\* Effective October 14, 2001, establishments that are incorporated as nonprofit corporations in accordance with Chapter 55A of the General Statutes or that are exempt from federal income tax under the Internal Revenue Code, as defined in G.S. 105-228.90, or that are political committees as defined in G.S. 163-278.6(14) and that prepare or serve food or drink for pay no more frequently than once a month for a period not to exceed two consecutive days, must provide documentation before the event that your organization meets the above criteria if you wish to be exempt from a permit. Your **non-profit documentation** must be submitted with this application to be considered for exemption of the \$75.00 fee. If you are not sure if your organization has non-profit status, you may search the Department of the Secretary of the State's website:

<http://www.secretary.state.nc.us/Corporations/soskb/nonprofitcounty.asp#>

For more information call 910-893-7547

APPLICANT'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

NON-PROFIT? \_\_\_\_\_

RELEVANT DOCUMENTATION PROVIDED? \_\_\_\_\_

NAME OF FOOD STAND: \_\_\_\_\_

APPLICATION SUBMISSION DATE: \_\_\_\_\_

NAME AND LOCATION OF EVENT: \_\_\_\_\_

\_\_\_\_\_  
DATES AND TIMES OF EVENT: \_\_\_\_\_

\_\_\_\_\_  
COORDINATOR(S) OF EVENT AND CONTACT NUMBER:

a. \_\_\_\_\_

b. \_\_\_\_\_

DATE AND TIMES VENDOR WILL SET UP: \_\_\_\_\_

\_\_\_\_\_  
LIST ALL FOODS SOLD AND PREPARED BY TFE: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DESCRIBE POTABLE WATER SUPPLY FOR TFE (If not provided by the festival): \_\_\_\_\_

\_\_\_\_\_

FOOD GRADE HOSE SUPPLIED BY VENDOR? \_\_\_\_\_

DESCRIBE WASTEWATER DISPOSAL FOR TFE: \_\_\_\_\_

\_\_\_\_\_

TOILET FACILITIES PROVIDED: \_\_\_\_\_ TYPE: \_\_\_\_\_

WILL ELECTRICITY BE PROVIDED FOR TFE? \_\_\_\_\_

HOW? \_\_\_\_\_

FACILITIES FOR GARBAGE DISPOSAL: \_\_\_\_\_

\_\_\_\_\_

DESCRIBE HANDWASHING FACILITIES FOR TFE: \_\_\_\_\_

\_\_\_\_\_

LIST ALL FOOD SUPPLIERS:

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

WHEN WILL POTENTIALLY HAZARDOUS FOODS BE BOUGHT?

\_\_\_\_\_

\_\_\_\_\_

HOW WILL THESE FOODS BE STORED PRIOR TO THE EVENT?

\_\_\_\_\_

\_\_\_\_\_

DO YOU HAVE A THERMOMETER FOR MONITORING FOOD TEMPERATURES (HOT AND COLD)? \_\_\_\_\_ REFRIGERATORS? \_\_\_\_\_

ARE SEPARATE EMPLOYEES AVAILABLE TO HANDLE MONEY?

\_\_\_\_\_

FOR MULTIPLE DAY EVENTS, WHERE WILL UTENSILS BE WASHED?

\_\_\_\_\_

WHAT METHODS OF SANITIZING WILL BE USED FOR THESE UTENSILS? \_\_\_\_\_  
\_\_\_\_\_

ARE TEST KITS AVAILABLE ON SITE? \_\_\_\_\_

IS AT LEAST A ONE COMPARTMENT SINK WITH DRAINBOARDS AVAILABLE? \_\_\_\_\_

DESCRIBE METHODS FOR PROTECTING FOOD FROM DUST AND INSECTS: \_\_\_\_\_  
\_\_\_\_\_

WILL HAIR RESTRAINTS BE WORN? \_\_\_\_\_

ATTACH A DIAGRAM OF THE FOOD STAND (i.e. sinks, equipment location, food storage area, water hookup, waste tanks)

ATTACH A COMPLETE LIST OF COOKING AND HOT/COLD HOLDING EQUIPMENT.

\* For those requesting a permit, absolutely **NO** food can be prepared before a permit is issued that day. Leftovers from other events cannot be used. Aluminum cans and food packages must remain unopened.

STATEMENT: I hereby certify that the above information is correct and I fully understand that any deviations from the above without prior permission from Harnett County Environmental Section may nullify final approval and prevent issuance of a permit. I understand that a pre-opening inspection is required and if not in compliance with 15A NCAC 18A .2635 a temporary food establishment permit will not be issued.		
_____	_____	_____
Print Name		Signature
	_____	
	Date	

\*\*\*\*\*DO NOT WRITE BELOW THIS LINE\*\*\*\*\*

APPLICATION REVIEWED BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
COMMENTS:

## TEMPORARY FOODSTAND EVALUATION CHECKLIST

Items required for a permit:

- Food from approved sources and identified
- Clean location and equipment
- Food covered and protected (tent, sneezeguard, covers)
- Utensils and equipment protected (clean and covered)
- Effective measures taken for fly control (fans, screens, etc.)
- Potable running water under pressure
- Ability to heat water
- Utensils sink with drain boards or counter space large enough to accommodate largest utensil (i.e. pots, skewers, rack, spoons, etc.)
- Approved employee hand-washing facilities/hand soap/paper towels
- Refrigeration <45F with an accurate air thermometer
- Properly mixed sanitizer (50-100 ppm chlorine) in a clean, labeled spray bottle and/or buckets for use on all clean food contact surfaces
- Sanitizer test strips
- Metal stem type thermometer accurate to  $\pm 2$ F (0-220F)
- Approved garbage disposal method
- Single-service items (cups, forks) properly stored
- Single-service cup dispensers or original packaging (plastic sleeves)
- Approved food-grade hose for potable water connections
- Approved sewage disposal system on premises (grey water tank, designated port-a-john)

DO NOT RETURN THIS CHECKLIST WITH YOUR APPLICATION. THIS CHECKLIST SHOULD BE USED BY YOU TO MAKE SURE YOUR STAND MEETS OUR REQUIREMENTS.