

Application for a License to Conduct a Temporary: (check only one)

Instruction:

1. Complete the applicable section. (Make any corrections if necessary.)

2. Sign and date the application.

3. Make a check or money order payable to:

4. Return check and signed application to:

**Hocking County Health Department
350 ST RT 664 N
LOGAN, OH 43138**

- ☐ Food Service Operation
☐ Retail Food Establishment

Before the license application can be processed the application must be completed and the indicated fee submitted.
Failure to complete this application and remit the proper fee will result in not issuing a license. This action is governed by Chapter 3717 of the Ohio Revised Code.

Name of temporary food facility:			
Location of event:			
Address of event			
City	State	Zip	Email
Start date: / /	End date: / /	Operation time(s):	
Name of license holder:			Phone number:
Address of License holder			
City	State	Zip	Email
List all foods being served/sold 			

I hereby certify that I am the license holder, or the authorized representative, of the temporary food service operation or temporary retail food establishment indicated above:

Signature	Date
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Licenser to complete below

Valid date(s):	License fee:
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Application approved for license as required by Chapter 3717 of the Ohio Revised Code.

By	Date
Audit no.	License no.

As Per AGR 1271 (Rev. 1/2018) The Baldwin Group, Inc.
As Per HEA 5331 (Rev. 1/2018) The Baldwin Group, Inc.

Temporary Food License Information

LICENSING

A temporary food service license is required for any food service operation that operates at an event for no more than five consecutive days, and serves and/or prepares food for a charge or donation.

You are limited to ten temporary food service licenses per licensing period (March 1 – February 28)

Operations that have a valid mobile license from any Ohio local health department do not have to obtain a temporary license.

GETTING STARTED

Step 1 – COMPLETE THE APPLICATION FORM

- Complete the attached Temporary Food Service Application.
- Submit the completed application at least 10 days prior to the event along with the license fee of \$70.00 for Commercial & \$35.00 for Non-Commercial.

Step 2 – PREPARE FOR YOUR INSPECTION

- Prior to the event, be informed of all temporary food service license requirements
- Ensure that you meet all requirements. Applicants that do not meet all requirements will NOT be licensed.
- Contact Hocking County Health Department, Food Safety Program at 740-385-3030 Ext. 2, if you have any questions.
- Complete the Temporary Event Food Operation Checklist to ensure that you meet **ALL requirements**. If all of the requirements are not met, a license may not be granted.

Step 3 - THE INSPECTION

- A food safety specialist will perform an inspection of your temporary stand the day of the event to ensure all requirements are met.
- Upon successful completion of the inspection you will be issued a temporary food service license.
- Display your license in plain view for your customers.



HOCKING COUNTY HEALTH DEPARTMENT

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PREPARATION AND TEMPERATURES

- All food must come from an **approved source** and it must be prepared in a licensed food service operation **OR** at the site of your temporary food service operation during the event.

FOOD PREPARED AT HOME WILL NOT BE PERMITTED

- Food preparation on site must be conducted with the use of clean utensils, and on smooth, cleanable surfaces (e.g., cutting boards).
- Foods must be cooked according to the proper temperatures below:

Cooking Temperatures

Product	Temperature in Fahrenheit
Poultry and ground poultry	165 F for 15 seconds
Stuffing and casseroles	165 F for 15 seconds
Ground meats	155 F for 15 seconds
Injected meats	155 F for 15 seconds
Pork, beef, veal, lamb, goat	145 F for 15 sec; roast 145 F for 4 minutes.
Fish	145 F for 15 seconds
Shell eggs for immediate service	145 F for 15 seconds

- All foods must be transported and held at the proper temperature.
 - All cold Temperature Controlled for Safety (TCS) foods such as meat, eggs, cut leafy greens, and dairy products must be maintained at **41 F or below**.
 - All hot TCS foods such as cooked meats, soups, hot sandwiches, hot dogs, must be maintained at an internal temperature of **135 F or above**.
 - If ice is used to keep food and packaged drinks cold, it cannot be used for consumption.
- A calibrated food thermometer is required to be onsite to ensure proper holding and cooking temperatures.

FOOD PROTECTION AND STORAGE

- Food and utensils must be stored off the ground. This includes drinks, oils, fruits, and vegetables. Pallets, crates and tables are acceptable means to keep items off the ground.
- All areas of the temporary food service operation must be protected from the weather. Tents and other types of overhead structures are acceptable. Any open flame grills or fryers must be placed outside the overhead covering in accordance to local fire codes.
- Food products on display (i.e. condiments) must be shielded or covered to protect from possible contamination. This includes the use of lids, covers and sneeze guards.



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FOOD HANDLING AND GENERAL HYGIENE

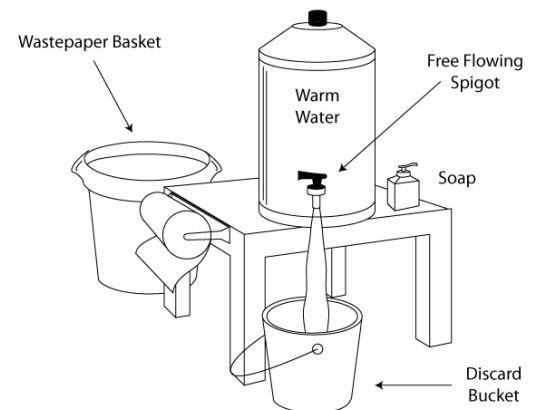
- The use of gloves, clean utensils, deli tissue, spatulas, and tongs may be used to handle ready-to-eat foods. Bare hand contact with ready-to-eat foods is prohibited. Examples of ready-to-eat foods include buns, cheese, cut fruit, and lettuce.
- Food workers must be healthy and are not showing symptoms of illness or disease such as diarrhea, nausea, fever, sore throat, or have open sores or infected wounds.
- Food handlers must restrain their hair. Hats, hair nets and visors may be used.
- No eating or smoking is permitted within the temporary space. Drinks may be consumed, if they are in a covered container with a straw, and stored in a manner to prevent contamination risks.

HAND WASHING AND DISHWASHING

- It is essential that proper handwashing procedures are being followed and all necessary handwashing supplies are present.
- This includes a handwashing station that is able to provide warm water (100F) in a continuous flow (e.g. coffee urn), soap, single-use towels and a bucket to collect unclean waste water.

Employees must wash their hands:

- Prior to starting food handling activities
- After using the restroom
- After touching their clothes and any body part
- After sneezing, coughing, blowing your nose, eating and drinking.
- After handling money or other soiled items
- After handling the trash
- After the use of cell phones



- A means to wash-rinse-sanitize utensils and equipment is required. Large bus tubs or plastic basins that are large enough to submerge your largest piece of equipment, are required.
- Hot water (110F), dish soap and sanitizer must be available to wash, rinse and sanitize any dishes or utensils. Items must be aired dried. The hand washing station may not be used to wash any dishes or utensils.



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HAND WASHING AND DISH WASHING (CONTINUED)

- An approved sanitizer must be used. You are permitted to use sanitizer tablets (quaternary ammonium) or regular unscented bleach. You must also have the proper sanitizer test strips to test the concentration of sanitizer solution.



- The most common sanitizer is regular unscented bleach
 - Using 1 cap full of bleach to 1 gallon of water. That is equal to about 100 ppm
- If you use tablets, the proper concentration should be 200ppm.
 - Quaternary sanitizer can be used per manufacturer instructions to equal 200 ppm
- Vendors must use a food grade hose when accessing potable water.

LIQUID AND SOLID WASTE

- All waste water must be disposed of properly. Do not dispose of liquid or solid waste in creeks/streams or directly on the ground. Solid waste and trash must be disposed of in trash cans and transported to an approved waste disposal area.



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In order to be prepared for your inspection, please make sure that all requirements have been met.

Keep This Page for Your Use

- ☐ The Application to Conduct a Temporary Food Operation has been completed and submitted to Hocking County Health Department 10 days prior to the event along with the fee.
- ☐ Foods are obtained from approved sources or prepared in a licensed food operation.
- ☐ Hair restraints are available.
- ☐ Disposable gloves, tongs and/or utensils are available to ensure that there is NO bare hand contact with ready to eat foods.
- ☐ A working and properly calibrated food thermometer is available.
- ☐ All workers are healthy; wear clean outer garments and do not smoke in the temporary food operation.
- ☐ A protective covering is available to cover the entire food operation, exclusive of equipment with open flames.
- ☐ A means to transport and hold all TCS hot foods at least 135 F, and all cold TCS foods at or below 41F are available.
- ☐ Three basins large enough to submerge your largest piece of equipment must be available along with dish soap, hot water(110F), sanitizer and the correct sanitizer test strips. For sanitizer, Regular (unscented) bleach may be used. Use one tablespoon of bleach per gallon of water.
- ☐ A handwashing station that dispenses water in a continuous flow container, hand soap, and single use paper towels are available.
- ☐ A means to keep all food at least six inches off the ground.
- ☐ A food grade hose is available with a backflow prevention device, if water will be supplied by a hose.
- ☐ Hot-holding temperatures must be maintained at 135 degrees F. or more. Cold holding temperatures must be maintained at 41 degrees F. or less. Keep coolers out of direct sunlight to help maintain cold food at the proper temperature.
- ☐ All wastewater must be poured into a holding tank or a sink drain that goes to a sanitary sewer. Do not pour water on the ground or down a storm drain.



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TEMPORARY FOOD OPERATION QUESTIONNAIRE

This questionnaire must be completed and submitted with the Temporary Food Service Operation/Retail Food Establishment License Application Form.

Name of Event: _____ Dates: _____

Address/Location of Event: _____

1. Location of where food is being prepared (must be on-site or in a licensed kitchen):

2. Complete list of **every** food item offered for sale (including drinks). **Please note: no home produced products are permitted unless you comply with cottage food regulations or have a home baker's license from the Ohio Department of Agriculture.**

3. Where did you purchase the food and/or ingredients for the food items you will be selling at the event? List all vendors, suppliers, and/or licensed facilities:

4. Explain what methods will be used to avoid bare hand contact with ready-to-eat foods:

5. Explain how Time/Temperature Controlled for Safety Foods (TCS foods) will be cooked to the proper temperatures **(CrockPots cannot be used to cook TCS foods)**

6. Explain how you will maintain hot TCS foods at 135°F or above: **(CrockPots cannot be used to hot hold TCS foods):**

7. Explain how you will maintain cold TCS foods at 41°F or below:

8. Explain in what manner you will provide facilities for hand washing, utensil washing, and the waste water generated from these processes

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Temporary Food Operation Information Packet.docx



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9. List all equipment to be used at sale site for the preparation and/or holding food items at proper temperatures:

10. Explain in what manner you will protect foods from contamination (ex: covered, wrapped, etc.)

11. Explain how all waste items will be removed from the site: (including food, liquid waste and solid waste)

12. Please draw an overhead view of how you will set up your temporary food operation. Include your handwashing station and location(s) of food storage, food preparation, all cooking equipment, refrigeration units and shelving.

Example of a proposed temporary food site: under an 8x10 tent

