



TEMPORARY FOOD ESTABLISHMENT PLAN REVIEW GUIDE

Any food service establishment which operates at a fixed location for a temporary period of time, in connection with a fair, carnival, circus, public exhibition, or similar transitory gathering.

REQUIREMENT CHECKLIST

- **APPLICATION:** A completed temporary food service application is to be submitted to the Auglaize County Health Department, a **minimum of 7 days prior to the event.** Be sure to include the license fee of \$70.00 for commercial and \$35.00 for non-commercial.

FOOD & UTENSIL STORAGE/HANDLING

- **DRY STORAGE:** All food, equipment, utensils and single service items shall be stored above the floor on pallets or shelving, and protected from contamination.
- **COLD STORAGE:** If at all possible, mechanical refrigeration units shall be provided to keep potentially hazardous foods at 41°F or below. Potentially hazardous foods stored in coolers must be protected from contamination and cannot be stored in direct contact with ice/water.
- **CROSS-CONTAMINATION:** Do not store raw foods (especially poultry and red meats) above or next to cooked or ready to eat foods in coolers. This is a source of cross-contamination.
- **DRINK ICE:** Ice used for drinks must be obtained from an approved source and must not be used for cooling food products or drink containers. Ice must be dispensed with a proper utensil and must be self-draining to remove accumulations of water.
- **HOT STORAGE:** Hot food storage units shall be used where necessary to keep potentially hazardous foods at 135°F or above.
- **THERMOMETERS:** A metal stem thermometer shall be provided to check the internal temperatures of both hot and cold food. Thermometers must be accurate to $\pm 2^\circ\text{F}$, and have a minimum range of 0° - 220°F.
- **FOOD DISPLAY:** All food shall be protected from consumer handling, coughing or sneezing by use of wrapping, food shields, or other effective barriers.
- **FOOD SOURCE:** All foods must be obtained from an approved source. **Foods may not be produced in a private home** and sold from the stand. Foods must either be prepared on-site or purchased from a licensed or inspected source.

- **UTENSIL WASHING FACILITIES:** All utensils / cookware must be washed and sanitized between uses. Each stand must contain adequate utensil washing facilities or a sufficient supply of extra utensils. This may consist of a three-compartment sink or three plastic tubs large enough to accommodate all utensils and equipment. Proper operation of these sinks/tubs includes: washing with warm water and soap in the first sink; clear water rinse in the second; and sanitizing with an approved sanitizer in the third. Household bleach is an acceptable sanitizer when used in the concentration of one tablespoon to one-gallon water. **Hot water must be available in the stand.**

PERSONNEL

- **HANDWASHING FACILITIES MUST BE PROVIDED AND USED:** Soap, warm, running water and paper towels are required. Hands must be washed before putting on clean gloves. Running water needs can be met by using a cooler with a spigot on the side. Fill the clean cooler with warm water and cover. Dispense water through spigot and catch all wastewater in a bucket and dispose of properly.
- **HEALTH:** Employees must maintain a high degree of personal hygiene. Employees with open cuts, wounds, or sores cannot handle food items. Employees with gastrointestinal illnesses are also restricted from food handling.
- **HYGIENE:** Employees shall wear clean outer garments. All employees engaged in food preparation must wear hairnets, caps, hats, or other suitable hair restraints. All employees must wash their hands before beginning their work shift or after using the toilet, smoking, or handling raw animal products. Direct hand contact with food products must be avoided. Suitable utensils or disposable plastic gloves are to be used in place of direct contact.

STAND DESIGN

- **FLOORS/WALLS/CEILINGS:** Stands must be constructed of wood, canvas, or other material that effectively protects the service area from the weather. **All stands must have a floor consisting of asphalt, concrete, gravel, wood, or other similar cleanable material.** High traffic areas adjacent to the stand must also be covered to eliminate dust contamination.
- **WORK SURFACES:** All surfaces which are used for food preparation must be non-absorbent, easily cleanable, and durable.

WATER/WASTEWATER/GARBAGE

- **WATER:** All water used in the stand must be obtained from an approved source. Adequate supplies of both hot and cold water must be provided.
- **WASTEWATER:** All wastewater must be disposed of in a sanitary sewer system. If a sanitary sewer system is not readily available, suitable storage devices must be provided.
- **GARBAGE:** Garbage and rubbish shall be stored in leak proof, non-absorbent containers shall be kept covered with tight fitting lids. Garbage containers must be provided for consumer use.

FOOD PREPARATION/OPERATIONS

- **MINIMUM COOKING TEMPERATURES:** These temperatures must be verified with a metal stem thermometer. Minimum cooking temperatures include:

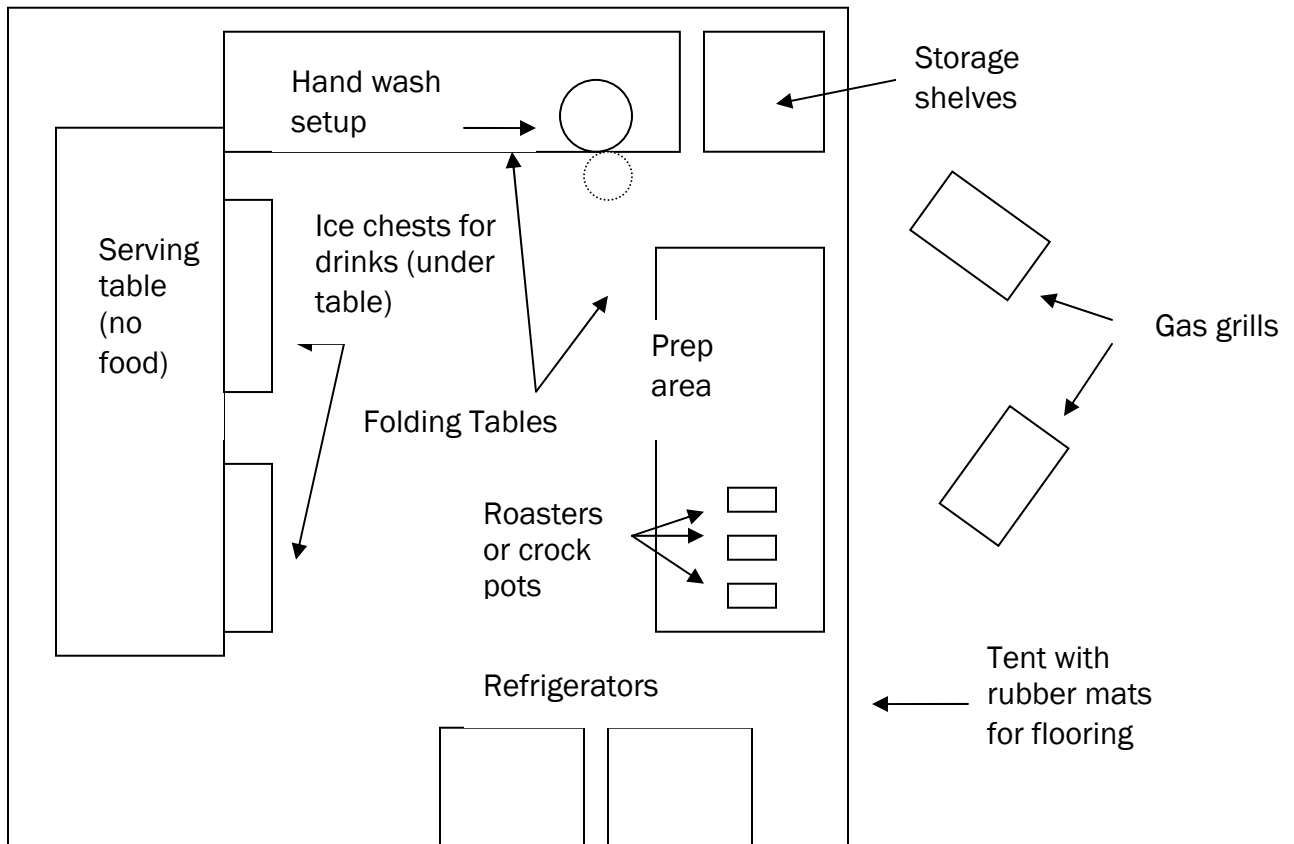
Ground meats - 155°F	Pork/Pork products - 145°F
Poultry - 165°F	Fish/Seafood - 145°F
Beef/Lamb - 145°F	

- **COOLING:** Cooked potentially hazardous foods, that will be reused, shall be cooled from 135°F to 70°F or below within 2 hours and from 70°F to 41°F in 4 hours.

- **REHEATING:** All leftover products shall be reheated to 165°F within 2 hours. This must be verified with a metal stem thermometer.

- **THAWING:** Meats and other potentially hazardous foods must be thawed either under refrigeration; under potable running water at a temperature of 70°F or below, or as part of the cooking process. Do not thaw at room temperature.

- **INSECT CONTROL:** Proper measures must be taken and maintained to eliminate flies and insects from the food booth. Keep the booth and surrounding area clean and sanitary. Keep products, utensils, and single service items covered to reduce insect contamination.



A possible layout for a temporary food service operation

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

Instructions:

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**:

- Food Service Operation
 Retail Food Establishment

Before 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
Start date	End date	Operation time(s)
Name of license holder		Phone number
Address of license holder		
City		State
		ZIP
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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Licensors 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.