

FOR OFFICIAL USE ONLY

TFE _____

FEE: _____

RECEIPT #: _____

DATE: _____

APPROVED BY: Sanitarian



MASON COUNTY
Public Health & Human Services

Please mail or drop off completed application and payment **14 days** prior to event:

Mason County Public Health
415 N 6th Street
Shelton, WA 98584

For Questions Call:
(360) 427-9670 ext. 279

**APPLICATION FOR
TEMPORARY FOOD ESTABLISHMENT**

Business/Organization Contact Information

Business/Organization Name: _____

Person In Charge (PIC): _____

Mailing Address: _____

Street

City

State

Zip Code

Phone Number: _____ Email: _____

Event Information

Event Name: _____

Event Dates: _____ Time of Operation: _____

Event Address: _____

Are bathroom facilities available? Yes No Is hand washing available? Yes No

Food Worker Card Holders: List all and include expiration date:

One Person in charge with a food worker card must be on site at all times,

1. _____

3. _____

2. _____

4. _____

Food Items to Be Served: _____ Will Food Items Be Wrapped? Yes NO

Items To Be Served

Source

| | |
|-------|--------|
| Tacos | Costco |
| | |
| | |
| | |

Required Event Information:

Are you using a food truck or trailer? ___Yes ___No Washington Labor & Industries approved? ___Yes ___No

Check all that apply:

Hot Holding Equipment: Steam Table Stove Chafing Dish Oven Grill Crock Pot Other

Cold Holding Equipment: Refrigerator Freezer Ice Chest with Ice Other _____

Transport Equipment: Ice Chests Cambro Boxes Refrigerated Vehicle Other _____

Food Storage Method: Approved Facility Trailer Purchased Day of Event Other _____

Overhead Protection over entire food preparation and service areas: _____

Handwashing sink: Kitchen with approved handwashing sink Portable handwashing area with warm water

Warewashing Equipment: Approved kitchen facility with 3 compartment sink or 2 compartment and pan/tub for 3rd

Will provide portable 3 pan/tub to was rinse and sanitize

Will provide extra utensils/no equipment washing needed/required for operation

Sanitized Wiping Clothes: Will provide container, clothes, and test strips

(1sp. Bleach to 1-gallon cold water to maintain 50-100ppm, change every 4 hours and/or when dirty)

Restroom Facilities: Within 200ft Same building as event Trailer-Self Contained

Portable Toilets with Handwashing

Garbage Disposal: Provided by Event Coordinator Dumpster on-site Will collect and haul to approved station

Wastewater Disposal: City of _____sewer Commissary Trailer-Holding Tank Event provided on-site

Initial Below for acknowledgment:

NO FOOD IS TO BE STORED, PEPAED, COOKED, COOLED, AND/OR RE-HEATED IN A HOME KITCHEN.
(WAC246-215-6290)

*All temporary food establishments must store, prepare, and cook food items on site of event unless using a commissary kitchen and have submitted approval for that kitchen with this application.

COMMISSARY AGREEMENT

Organizations or individuals requiring the use of an off-site kitchen facility must be reviewed and approved by the health department. Inspection fees may apply if the facility is NOT currently permitted as a permanent food establishment. If you change the commissary location prior to the event, notify the department to update the commissary agreement.

Food Service Operator requiring the use of an off-site kitchen facility must complete the following information:

I, _____ allow _____ to use _____
Food Service Operator Organization Name of Approved Kitchen

For: Food Preparation Cold Food Storage Cooking
 Cooling Food Hot Holding Dry Food Storage
 Warewashing Approved Water Supply Waste water disposal

Date Kitchen will be used for this event: _____ Time of use: _____

Signature of Kitchen Owner/Operator Date

Kitchen Facility Owner/Operator Phone Number Kitchen Facility Address City

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APPROVED DENIED COMMENTS: _____

Event Fee's

Is your organization a non-profit? ___Yes ___No If YES, see below fee chart for Tax Exempt.

| Temporary Food Event Fee's: See Page 4 to evaluate the food you will provide to determine RISK level. | | |
|--|---------|------------|
| Expedited Food Permit – 50% of fee if not submitted 2 weeks prior to event start day. | | |
| | Regular | Tax Exempt |
| Low Risk Foods | | |
| Single Event | \$50 | \$35 |
| Multiple up to 21 days | \$90 | \$70 |
| Farmers Market | \$80 | \$60 |
| Moderate Risk Foods | | |
| Single Event | \$90 | \$70 |
| Multiple up to 21 days | \$190 | \$145 |
| Farmers Market | \$170 | \$130 |
| High Risk Foods | | |
| Single Event | \$140 | \$105 |
| Multiple up to 21 days | \$275 | \$215 |
| Farmers Market | \$260 | \$205 |

***Call Mason County Public Health for assistance determining your risk level prior to submitting your application. (360) 427-9670 ext. 279 or ext. 361**

All Checks are to be made payable to “Mason County Treasurer”

All card transactions have a 2.5% fee. We do not accept payment over the phone.

***Note:** If this permit is for multiple events and days, please complete the Multiple Establishment Event List, stating the date and location of events, and what food will be served.

Food worker card classes are now offered online. Please visit <https://www.foodworkercard.wa.gov/language.html> to take the course and test.

I have read and understood the entire document and requirements. I agree to all its requirements for obtaining a temporary food establishment permit in Mason County. It is understood that the above-named organization will be responsible for compliance with all local, state, and federal food codes, standards, and regulations. The undersigned attests to the accuracy of the information provided in this application. Guidelines for safe food handling (included in application packet) will be read and applied by all workers/staff/employees at the temporary food establishment. The applicant agrees to comply with Chapter 246-215 Washington Administrative Code Food and allow the regulatory authority access to the establishment as per the code requirements.

I, the undersigned, have read instructions provided, and understand and agree to the application process and requirements of a temporary food establishment:

Print Name of Applicant: _____

Applicant Signature: _____ Date: _____

Food Risk Level Guide for Temporary Food Establishments

Permit Exempt Items – Items listed that are exempt from permit are kettle corn, cotton candy, roasted nuts, etc. (See “Exempt from Permit” application for complete list).

Low-Risk Menu Items- Most non-potentially hazardous food and other food items with limited handling and processing. Includes but not limited to:

- *fountain drinks (not premixed soda pop)*
- *espresso drinks (hot or iced)*
- *blended drinks or drinks made from a mix (smoothies, horchata)*
- *lemonade and other fresh fruit juices (except unpasteurized apple cider)*
- *snow-cones/shaved ice*
- *soft-serve and scoop ice cream*
- *nachos (chips with processed cheese)*
- *funnel cakes, elephant ears, churros and other deep-fried desserts*
- *non-potentially hazardous baked items (pretzels, cookies, bread)*
- *French fries and other fried potato items cooked-to-order*
- *deserts with commercially processed toppings (shortcake/scone with canned berries and whip cream)*
- *vegetables cooked for immediate service*
- *packaged, frozen/refrigerated meats and other packaged potentially hazardous food for cold holding only*
- *packaged shell eggs -sold as-is*

Moderate Risk Menu Items-Potentially hazardous food that requires cold holding and/or reheating and hot holding, but not cooking from raw state, and other foods with increased handling and processing. Includes but not limited to:

- *commercially pre-cooked meat, poultry, and fish products (hamburgers, hot dogs chicken strips, fish sticks, etc.) and cured raw bacon*
- *pasteurized eggs and egg products (scrambled eggs, omelets, crepes)*
- *commercially prepared foods (canned chili and sausage gravy, deli salads)*
- *sandwiches, wraps, pitas*
- *multiple ingredient items made with fresh produce (salsas, salads, fruit cups)*
- *vegetables for hot-holding*
- *starches for hot-holding (rice, noodles, beans, potatoes)*

High Risk Menu Items-Potentially hazardous foods that require cooking, reheating previously cooled foods, or foods that are served raw/undercooked with a consumer advisory.

- *any menu item that contains meat, poultry, fish/shellfish, and unpasteurized eggs cooked from raw state or served raw/undercooked.*
- *any potentially hazardous food prepared offsite at an approved kitchen prior to the temporary event is considered high risk*

Food items prepared at private homes, or any other unlicensed kitchen are not allowed!

(Except for non-profit bake sales; additional details available if requested)

This list is designed only as a guide and is subject to change on a case-by-case basis as additional details are considered. Not every food item is listed here. Please contact Mason County Public Health for questions about a menu item that is not addressed in this guide.

FEP# _____

21 Day Temporary Food Establishment Event List

List all events below, which will be participated in under this permit.

It is the Temporary Event Applicants responsibility to notify Public Health 48-hours prior, if they are participating in events not listed on this form.

| | <i>DATE & TIME</i> | <i>EVENT</i> | <i>LOCATION ADDRESS</i> |
|-----|------------------------|--------------|-------------------------|
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |
| 6. | | | |
| 7. | | | |
| 8. | | | |
| 9. | | | |
| 10. | | | |

POST THE FOLLOWING AT YOUR EVENT

Temporary Food Establishment and Farmer's Market

Requirements for Safe Food Handling

Mason County Department of Health and Human Services

All temporary and farmer's markets food service workers are required to read and apply the following rules. A copy of this document must be signed by each food worker and posted inside the food service booth. The application of these rules will minimize the possibility of food borne illness.

General Responsibilities

Food Worker Cards

The person in charge (PIC) of the temporary food establishment must have a food worker card present at the time of inspection. It is recommended that all food handlers have Food Worker Cards. Food Worker Card classes are now offered online. Please visit <https://www.foodworkercard.wa.gov/> to take the course and test.

Food Source

All food, including ice, must be from an approved source. All off-site food preparation must be done in an approved food establishment. Home canned and home-prepared potentially hazardous foods are not allowed. Raw milk and ice made at home are also not allowed. Only single service articles are permitted for food service to consumers.

Hand Washing

Hand washing facilities are required in all food preparation areas. Hand washing facilities must consist of a plumbed sink with soap, paper towels, and warm running water. A five gallon or larger insulated container with a continuous flow spigot containing warm water may be substituted if plumbing is not available. Complete the hand wash station with a bucket to collect wastewater. Wash hands often: before work, after using the toilet, handling raw meat, after eating or handling garbage, before putting on gloves, etc.

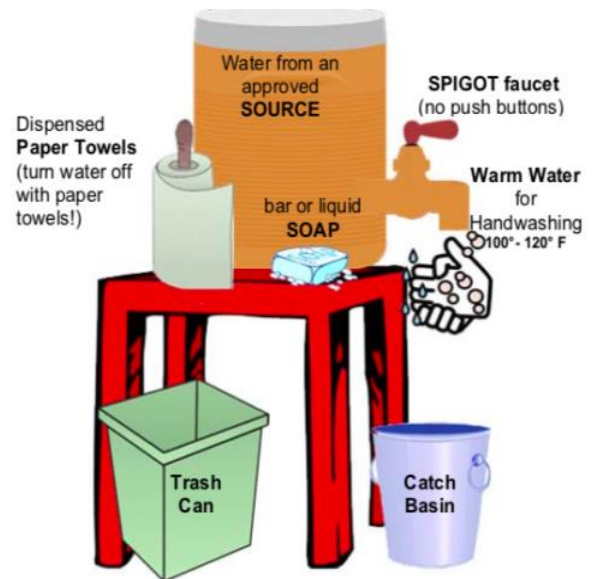
Note: The hand wash station must be set up and used before any food handling or preparation occurs. Hand sanitizers **may not** be used as a substitute to hand washing. Continuous flow insulated containers can be found in restaurant supply stores and online.

Employee Restrooms

The permit holder must ensure approved toilet facilities are available for employees during all hours of operation and are provided with handwashing facilities with potable and warm running water.

Sanitizing Solution

- Sanitizing solution must be made and ready for use at all times. Bleach is the most common sanitizer (one teaspoon of liquid bleach per one gallon of cool water). Use test strips to check the sanitizer strength. Change the sanitizing solution at least every two hours.
- Store wiping cloths for counters, tabletops, and food preparation areas in the solution between uses.
- A separate bucket is required for storing cloths used with raw meats. It is important to sanitize any surface that has been touched by raw meat.



Requirements for Time/Temperature Controlled for Safety Foods (TCS)

Cooking, Hot Holding & Re-Heating

- Keep hot foods at 135°F or above. Check food temperatures frequently.
- Electrical or propane devices are required for hot holding in outdoor environments. Sterno has proven to be ineffective in windy and other weather conditions and cannot be used.
- Foods prepared and cooled at the commissary kitchen must be rapidly reheated from 41°F to 165°F within one hour.
- Commercially processed foods must be rapidly reheated from 41°F or room temperature to 135°F within one hour.
- Foods can only be reheated once.
- Use stoves, grills, or microwaves for rapid reheating. Steam tables and other hot holding units are not to be used for reheating.

Cooking

All parts of TCS foods must be cooked to internal temperatures as outlined below:

- Poultry, casseroles, stuffed foods-----165°F
- Ground meats -----158°F
- Fish, intact beef steaks, pork, eggs -----145°F
- Check the final cooking temperature of all food with a thermometer.
- A consumer advisory is required any time raw or undercooked meats, eggs, or seafood are offered for sale or to order.

Thermometers

A thermometer must be available for checking cooking, hot/cold holding, reheating, and cooling temperatures. Use a thermometer to check internal temperatures of food products. A tip sensitive digital thermometer is required if serving thin foods such as hamburger patties or cut leafy greens. ***The thermometer must be sanitized between each use.***



Cold Holding

- Keep cold foods at 41°F or below. Check temperatures frequently.

TIPS FOR COLD HOLDING SUFFICIENTLY:

1. The ice is from an approved source.
2. Foods are pre-chilled to below 41° F before placing in the ice.
3. Food is completely surrounded by ice up to the level of the top of the food.
4. A sufficient supply of ice must be available for cold holding.
5. Raw foods must be stored in separate containers from ready-to-eat foods.
6. Ice used for food storage shall not be used for drink ice.

Cooling

Cooling potentially hazardous foods is prohibited at temporary facilities.

- **All foods must be cooled at an approved commissary kitchen prior to the event.**
- Cooling is the process of rapidly bringing food from hot/ambient temperatures to 41°F or lower.
- Cooling must be done using an approved method. The most common way to safely cool hot foods is in a pan no more than 2" deep, uncovered in a commercial refrigerator.

Potentially hazardous food is now defined as a food that requires time/temperature control for safety (TCS):

- Any animal product that is raw or heat treated
 - Milk or milk products
 - Eggs or egg products
 - Meat, poultry, fish
- Cooked vegetables/starches (example: pasta, rice, potatoes, etc.)
- Cut melons
- Raw seed sprouts
- **Cut leafy greens**
- **Cut tomatoes**
- Herbs or garlic in oil
- SEE ATTACHEMENT ON LAST PAGE FOR A FOOD RISK LEVEL GUIDE

*Food found at improper temperature or not cooled properly may need to be destroyed!
Any temperature violation must be corrected immediately.*

Thawing

Potentially hazardous food must be thawed by refrigeration units, under cold running water or in the microwave as part of the continuous cooking process. The person in charge must verify that TCS Foods that are thawed as part of a continuous cooking process are not greater than four inches thick.

Dishwashing Facilities

Use a three-compartment system for washing equipment and utensils:

- Wash in hot soapy water; 2) Rinse in hot water; and 3) Sanitize for one minute, then air dry.
- For events lasting two or more consecutive days, dishwashing facilities must be within 200 feet of the booth, or available for use at the commissary kitchen.
- Events lasting two day or less may use a temporary three-tub setup.



Utensils

- Utensils must be properly washed or replaced at minimum every four hours.

Separation Barrier

The person in charge must maintain a separation barrier or other effective method to prevent unauthorized access to food preparation and cooking areas.

Food Protection

- Persons with a contagious disease that may be spread through food, including colds, flu, or diarrhea are not allowed to work in the food booth.
- If workers have cuts or wounds on their hands, a dry bandage and glove must be worn.
- Jewelry and watches may not be worn while working with food. A wedding ring is allowed and must be covered with a glove when working with unpackaged food items.
- Workers must use tongs, gloves, napkins, or other utensils when handling ready-to-eat foods to prevent bare hand contact.
- Food, utensils, and single service items must be stored off of the ground.
- Food must be covered to protect from contamination.
- Chemicals such as bleach must be stored away from food storage, preparation, and service areas. All chemicals must be in original bottles or labeled with common name for identification.
- No smoking, eating, or drinking is allowed while working in the food booth.

Acknowledgment signature of workers during event:

Print Name

Signature

This Document is to be reviewed and signed by all food workers. Post at your event.