

Application for a License to Conduct a Temporary:

- [] Food Service Operation
 [] Retail Food Establishment

Instruction:

1. Complete the entire application.
2. Sign and date the application.
3. Make a check or money order payable to: **Lorain County Public Health**
4. Return check and signed application to: **9880 Murray Ridge Rd.
Elyria, OH 44035**

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 Ohio Revised Code 3717.

Name of Temporary food facility:			
Location of event:			
Address of event:			E-mail
City	State	ZIP	
Start date: / /	End date: / /	Operation time(s):	
Name of License Holder:			Phone #
Address of license holder:			
City	State	Zip	E-mail
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

Licensors to complete below

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

By	Date
Audit no.	License no.



Temporary Food Service License

INSTRUCTIONS AND REQUIREMENTS

- The completed application is submitted ten days (10 days) or more prior to the event.
- The Lorain County Public Health (LCPH) Environmental Health Specialist from the pertinent area will review the completed application for the temporary food operation for approval. They may contact you/the person in charge, to obtain additional information or confirm details about the event.
- The person in charge is responsible for informing people working at the temporary food operation of the requirements of the health department.

REQUIRED EQUIPMENT for TEMPORARY FOOD OPERATIONS

1. The health department license to operate a temporary food operation for a specific event.
2. A hand washing facility is required if food or food equipment is handled. A water container that dispenses water without requiring hand operation to keep the valve open, soap, disposable towels, receptacles to collect dirty water.
3. Trash containers and trash bags to be used for the operation's trash.
4. Enough food storage equipment to maintain safe internal food temperatures: cold food at 41°F and below, and hot food at 135°F and above. Enough food storage equipment to separate different types of raw animal foods from each other. Separate storage equipment is required for raw animal foods, raw, ready-to-eat food, and cooked ready-to-eat foods.
5. Extra clean utensils stored in a clean, covered, washable container. Disposable gloves, deli tissue or proper utensils to prevent direct hand contact with ready-to-eat food. Hair coverings such as caps, hairnets or head scarves for people working around exposed food. Hair shall be effectively restrained.
6. Non-fragranced chlorine bleach or quaternary ammonium for sanitizer.
7. Test kit with color chart for the specific sanitizer used.
8. If dishwashing is not performed at a licensed, off-site facility, then three dishpans/bus tubs and a clean dish drainer must be provided.
9. A metal stem thermometer (food thermometer) with a temperature range of 0-220°F. This is not a meat thermometer. Purchase at restaurant supply/grocery stores.
10. Equipment to store all food and food equipment at least 6 inches above the ground. Food and food contact equipment must be protected from dust, insects, rodents and consumer contamination at all times.
11. Overhead protection may be necessary to prevent overhead contamination from trees, birds and weather. A "floor" or plywood on top of pallets, rubber mats, or similar set-up may be necessary to prevent working in puddles and mud.
12. Provide weights to hold down items that can blow away. A fireproof wind shield to prevent the wind from blowing out burners. Covers and lids to prevent dirt and dust contamination of food and food contact surfaces.



Metal Stem Thermometer



Sanitizer Test Kits



3-bin set up for dishes/utensils



Temporary Hand Washing Set-Up



Food Grade Hose

QUESTIONS TO ASK THE EVENT ORGANIZER

- Is a potable water supply available to vendors for filling water storage containers? If so, where is it located in relation to your operation? Note: This source must be protected from contamination (i.e. not a hose laying on the ground). Otherwise, bring enough water (drinking water) with you for all your needs. Is there a backflow on the main water supply?
- If you need electricity, is it supplied and will you have enough to run your appliances? Does the electrical inspector have requirements you must meet to be able to hook-up to power? Do you need to have your own generator?
- Are trash containers supplied for each operation for customer use? How often will trash be picked up?
- Is an approved waste water dumping facility or sanitary sewer opening available for your use and where is your operation in relation to it? **DO NOT DUMP WASTE WATER OR GREASE ON THE GROUND OR IN A STORM DRAIN.** You are responsible for disposing your waste water in a sanitary sewer or septic system and grease in the garbage for pick-up.

Application to Conduct a Temporary Food Service Operation or Retail Food Establishment

Name of Event:		
Name of Group/Person Organizing Event:	Phone Number:	Email:
Name of Person In Charge of Food Service:	Phone Number:	Email:

Menu of Items Being Sold/Prepared

Where are these items, or ingredients for these items being purchased?

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Food must be prepared on site, or at a licensed food facility. If food is prepared in advance, off site at a licensed facility, when and where is it prepared? How is it transported to the event? No foods made in a home are permitted to be sold. If cottage foods are sold, proper labeling is required.

How will foods be held hot? (135° and above)

How will foods be held cold? (41° and below)

List all food service/kitchen equipment that will be used

How will food handlers wash their hands?

Describe your dish washing set-up

What kind of sanitizer will you be using? Bleach (unscented, 5.25%) **OR** Quaternary

Do you have the correct test kit for the kind of sanitizer you will be using? YES **OR** NO

What is your water source?

Where will you discard used water (grey water)?

How will food be protected from contamination? (overhead protection? Off the ground/floor?)

Will disposable gloves be used? What kind? (Latex gloves are prohibited related to allergies).

Do you have a metal stem thermometer? YES **OR** NO

Please provide a drawing of your setup. Show tables, food equipment, handwashing facilities, etc....

