



TEMPORARY FOOD PERMIT APPLICATION

Who needs to get a temporary food permit?

All individuals, groups, or affiliations planning to hold events that serve food **AND** are open to the public are required to get a permit. If you advertise (*newspaper, television, radio, flyers, signs, banners or other means*) to the public, you are required to get a permit.

Why is a permit necessary?

According to state law (*WAC 246-215*) all food served to the public must follow current food service regulations. The permit provides proof to your customers that your operation has been reviewed and meets food safety and sanitation requirements. The permit **MUST** also be posted on site during your operation.

How to apply for a permit:

- ◆ Complete the Temporary Food Service Application (pages 1-3 of this document).
- ◆ Submit the completed application with all applicable fees either in person or by mailing it to one of the locations listed below at least **14 days prior to the event. Permits must be attained in advance and will not be sold on site.**

Klickitat County Health Department

Business Hours: Monday through Friday, 8:00 a.m. to 5:00 p.m.

Goldendale Office
228 W. Main St. MSCH-14
Goldendale, WA 98620
Phone: (509) 773-4565
Fax: (509) 773-5991

White Salmon Office
501 NE Washington/ PO Box 159
White Salmon, WA 98672
Phone: (509) 493-1558
Fax: (509) 493-4025

You must **apply and pay** for this permit **14 calendar days in advance** of the event to avoid a late fee. Make checks payable to Klickitat County Health Department. Permit fees are non-refundable.

Permit Fee Schedule

- \$20 Temporary Permit Level I
Low Hazard Menu: items requiring food handling, but most without temperature requirements. Such as; fountain drinks, espresso drinks, sno-cones, scooped ice cream, nacho cheese, or hot dogs.
- \$35 Temporary Permit Level II
Moderate to High Hazard Menu: Any potentially hazardous food that requires temperature control or raw foods that require cooking. Such as; sliced melons, cut leafy greens, pre-cooked items, raw hamburgers, raw chicken, eggs, or steak.
- \$80 Seasonal Temporary Permit (4 months max): Covers all levels of hazardous menus. The Health Department must be informed of all events and locations where food will be sold under this permit. Permit must be posted at each site for each event.
- \$150 Annual Temporary Permit: Covers all levels of hazardous menus. The Health Department must be informed of all events and locations where food will be sold under this permit. Permit must be posted at each site and each event.
- \$35 Late Fee: Applications received less than **14 calendar days prior** to the first event will be charged a late fee. **No exceptions. Permit fees are not refundable.**

FOR HEALTH DEPARTMENT USE ONLY

Date Received: _____
Receipt #: _____
Name: _____

Approval Date: _____
Approved By: _____

Temporary Food Establishment Application

Name of Concessions:

Applicant name (*print*):

Day and Evening phone numbers:

*Mailing Address

City:

State, ZIP:

*Person in Charge of Booth

Organization or Business:

***Please indicate if you would like the permit mailed to an alternate mailing address.**

***At least one food handler with a valid Washington Food Worker Card must be in the booth at all times.**

Event Name:

Event Location:

Event Coordinator:

Coordinator Phone:

Event Dates:

Time of Food Sales:

PLEASE LIST ALL FOODS THAT WILL BE SERVED TO THE PUBLIC AT THE EVENT. Include your ice supplier and water supply. Food prepared in a private home or home-canned foods CANNOT be served to the public under this permit.

List each food item below	Supplier	Final Cook Temp	Prepared at site?		How Served?	
			Yes	No	Hot	Cold

*****If you plan to do off-site food preparation, you must use an approved (*permitted*) facility.*****

Name of desired Kitchen:

Phone Number:

NOTE: During each shift, a person-in-charge (*PIC*) must be on-site at all times with a valid Washington State Food workers Card. Please list those people below.

Name:

Name:

Name:

Name:

Name:

Name:

*****REMINDER, NO FOOD MAY BE PREPARED IN A PRIVATE KITCHEN*****

Please provide a sketch of your floor plan it is **required**.
Include food prep area, cooking, handwashing, and food storage.

1. Location of Food Preparation or Service:

- Booth/tent outside
- Booth inside a building
- Mobile Unit
- Other: _____

*All mobile units must be approved through Washington State Department of Labor and Industries. L&I Permit # _____

2. If your booth is outside, please describe the following:

Ceiling or overhead covering: _____

Ground covering: _____

3. Where is your water source from?

- Public Water
- Other _____

4. Wastewater cannot be dumped down a storm drain or on the ground. Where will your wastewater be dumped?

5. Describe the sanitizer you will have on site.

Example: Bucket with **1 teaspoon** of bleach per one gallon of water and a clean towel for surfaces. Towels will be stored in the sanitizer bucket.

A hand washing station must be set up in the concession stand at all times and must be fully functional prior to serving food. All workers must wash their hands before any food preparation begins. If no Handwash station is set-up prior to serving food, it will lead to immediate closure. See page 4 of this application for an illustration of a proper temporary handwashing system.

6. Will there be a designated Handwash sink or a 5 gallon (or larger) insulated container with a **continuous** flow spigot, warm water, a pump soap dispenser, paper towels, and a catch bucket for wastewater? _____

If not, please describe the hand washing system you will be using: _____

7. There can be **NO** bare hand contact with ready-to-eat foods (*hot dog or hamburger buns, fresh cut fruit, salads, toppings*). Will there be gloves, tissue or wax paper, or tongs available for use? If so, please list: _____

8. What equipment on-site will be used to cook food?

- Stove
- Grill
- Wok
- Fryer
- BBQ
- Roaster Oven
- Gas Grill
- Other: _____

9. What equipment will you be using for hot holding food (**135F+**)?

- Stove
- Grill
- BBQ
- Steam Table
- Gas Grill
- Roaster Oven
- Other: _____

Canned heat (Sterno) under chafing dishes is not allowed for hot holding outdoor events.

10. How will you ensure there will be no public access to your food preparation areas? _____

11. What equipment on-site will be used to cold hold food (**41F-**)?

- Freezer
- Refrigerator
- Ice Chests
- Mini Refrigerator
- Refrigerator Truck
- Other: _____

Note: Mechanical NSF approved refrigeration may be required for potentially hazardous foods (PHF) at events lasting longer than 8 hours.

12. Describe your method(s) to prevent cross contamination of raw meat product and ready to eat foods: _____

13. Will you have a small, thin tipped, metal stemmed food thermometer with a range of 0°F to 220°F? _____

You cannot use a roast thermometer or a glass candy thermometer. They are not designed for small food items and don't have the required temperature range.

Note: All cold holding units must have their own thermometers inside the unit.

I understand the requirements above and know that all food must be prepared on-site on the day of the event or in a Health Department licensed kitchen. *NO FOOD MAY BE PREPARED IN A PRIVATE KITCHEN*****

Signature of the Applicant: _____ Date: _____

Printed name of the Applicant: _____

A permit is required for each vendor. A Klickitat County health Department Temporary permit must be posted at site. A photocopy is not valid.

Valid **Washington State Food Workers Cards** are required. There must be one person on-site at all times with a card. Cards are available at the Health Department Offices or online at **www.foodworkercard.wa.gov**. You may also call the Health Department at (509) 773-4565 for the Goldendale office or (509) 493-1558 for the White Salmon office for more information.

Hand Washing Stations are required at all outdoor events. They are **REQUIRED** to be set up prior to any food preparation or service. Have a **5 gallon insulated** container with a **continuous flow spigot**, filled with **warm water**, a **pump soap** dispenser, **paper towels**, and a bucket for waste water. Food workers must wash their hands every time they return to the concession stand and after handling unclean items or after contaminating their hands while working in the booth. See illustration below.

Your Food thermometer needs to be a small, thin-tipped, metal stem thermometer capable of measuring **0°F to 220°F** and must be on site and used to monitor food temperatures. **Potentially hazardous foods (PHF)** must be kept **cold at 41°F or less, or hot at 135°F or higher**. Any food items found in the dangerzone are subject to removal or destruction.

Final Cooking should be done on a grill or propane stove. All **“precooked”** items must be **completely reheated to 165°F for at least 15 seconds within one hour**. Crock-pots and steam table **WILL NOT BE** used for reheating or final cooking, only for hot holding food. All food items must be cooked to their appropriate final cooking temperatures. **Hamburger to 155°F, Chicken to 165°F, and pork to 150°F**.

Hot Holding potentially hazardous foods using a crock-pot, portable food warmers, or steam tables must hold food at 135°F or higher. Chafing dishes and liquid heat (**STERNO**) is not allowed for hot holding at outdoor events.

*****No COOLING of previously cooked or reheated potentially hazardous foods is allowed during temporary events.*****

Equipment or Utensils that are intended to be reused on-site or used for **multiple days of an event**, must be washed in a **3 compartment sink or system**, with running water on-site or in an approved kitchen. **For one-day events**, provide an extra set of clean utensils in the event of utensils being contaminated. Store utensils in **ice water or cold running water**. Maintain ice levels or replace utensils as needed.

Water Hoses must be approved potable (drinking) water hoses and the nozzle end must be stored off the ground or in a clean bucket when not in use.

Food must be from an approved source, such as USDA inspected meat and poultry. Ice must be from an approved vendor. Food must be stored and displayed to prevent contamination. **Food and utensils** must be stored at least **6 inches off the ground** or in waterproof containers. **All food must be covered** to protect from insect, rodent, animals, dust, or other environmental factors. Condiments must be in squeeze bottles, pump containers or in single service packets.

Food Preparation must be done on-site or in a Health Department licensed facility.

Prevent Cross Contamination by storing raw meat, poultry, and eggs **separately and below ready-to-eat-foods**. You cannot store raw meat and shelled eggs in the same ice chest with ready-to-eat foods or ice for drinks. You must have clearly labeled or color coded cutting boards for raw meats and ready-to-eat-foods.

There can be **NO bare hand contact** with ready-to-eat foods (*hot dog or hamburger buns, fresh cut fruit, salads, toppings*). Provide **gloves, tissue or wax paper, tongs, single use items like; forks, spoons, knives, napkins**; or individually wrap each food item. **Single service items** must be used for dining purposes.

SMOKING, EATING, OR DRINKING is not allowed in the concession area. No unauthorized, non-working persons are allowed in the concession area.

Counters or Prep Surfaces must be waterproof, smooth and easily cleanable. Raw wood is **NOT** an approved surface. **Grills, BBQ'S, & Deep Fat Fryers** must be on a stable surface, located at the back of the booth and separated from the public by a barrier or roped-off.

Sick individuals may not work in any food concession. Anyone with a communicable disease, such as the flu, a cold, or has an open sore or infected cut on their hand is prohibited from working. Gloves must be worn if you have a Band-Aid on your hand.

The **roof of the concession** must keep out dust, rain, sun, and bird droppings. **Gravel, dirt, or sawdust, is not an acceptable flooring** for a temporary food concession.

Toilet facilities must be conveniently located and within **200 feet** of the concession. **Garbage cans** need to be present, one in the concession and one outside. Lids need to be available to discourage insects, rodents, and birds. **Wastewater** from dishwashing or handwashing should **never** be dumped into the street, storm drains, or on the ground. Use a container to collect wastewater and discard it into a sewer service.

Proper Handwash Station

