

Temporary Food Service Permit Application

- **Application must be completed in full and submitted with fee for processing. Faxed applications will not be accepted.**
- **Application MUST BE RECEIVED in the Environmental Health Division office seven (7) days before the event to avoid a non-refundable late fee. Postmark is NOT sufficient.**
- **Late Fee \$48.00**

Event Information:

Event Name: _____

Event Address: _____

Event City: _____

Event Dates: _____ **Event Hours:** _____

Food Service Hours From: _____ **To:** _____

Event Coordinator: _____

Coordinator Phone Number: _____

Coordinator Email Address: _____

Vendor Information:

Booth Name: _____

Person in Charge: _____

Daytime Phone: _____

Email Address: _____

Mail Address: _____

Mail City / State / Zip _____

Does Person in Charge have a Food Worker Card? _____



APPLICANT SIGNATURE **DATE**

Foods prepared outside of the booth must be prepared at a kitchen with a permit that is approved by the Snohomish Health District.

Name/location of Permitted Kitchen & Permit Number

Kitchen Contact Person Phone

Permit Fees: Check applicable box

Limited Risk One event not to exceed 21 days **\$55.00**

<u>Low Risk</u>	<u>Fee</u>
<input type="checkbox"/> 1-21 Consecutive Days	\$79.00 (345)
<input type="checkbox"/> Annual / Restrictive 1 st Location	\$200.00 (367)
<i>*No more than 3 days per week at same location</i>	
<input type="checkbox"/> Annual / Restrictive each add'l location	\$100.00 (367)

Food Demonstrator (Low Risk Foods only)

<input type="checkbox"/> 1-21 Consecutive Days	\$79.00 (350)
<input type="checkbox"/> Annual (No location restrictions)	\$184.00 (369)

<u>High Risk</u>	<u>Fee</u>
<input type="checkbox"/> 1 Day	\$111.00 (346)
<input type="checkbox"/> 2-3 Consecutive Days	\$163.00 (347)
<input type="checkbox"/> 4-8 Consecutive Days	\$221.00 (348)
<input type="checkbox"/> 9-21 Consecutive Days	\$378.00 (349)
<input type="checkbox"/> Annual / Restrictive 1 st Location	\$475.00 (368)
<i>*No more than 3 days per week at same location</i>	
<input type="checkbox"/> Annual / Restrictive each add'l location	\$168.00 (368)

<u>Judged Cook-Off</u>	<u>Fee</u>
<input type="checkbox"/> 1-20 Entrants	\$263.00 (379)
<input type="checkbox"/> 1-20 Entrants <u>OPEN</u> to public	\$578.00 (380)
<input type="checkbox"/> <u>Over 20 Entrants</u>	\$263.00 (381)
<input type="checkbox"/> <u>Over 20 Entrants OPEN</u> to public	\$840.00 (382)

OFFICE USE ONLY

Permit #: _____

Date logged in: _____

Reviewed by: _____ Date: _____

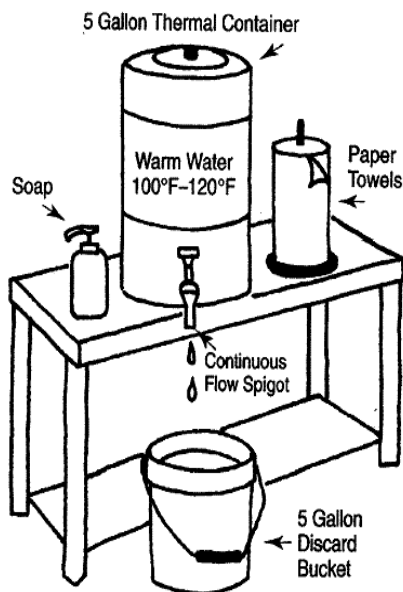
Date issued: _____

ADDITIONAL REQUIREMENTS

- **HANDWASH STATION** (See illustration below)
- **SANITIZER & WIPING CLOTHS** (One teaspoon of bleach per gallon of cool water or other approved sanitizer)
- **STEM THERMOMETER** (If potentially hazardous foods served. Digital is best practice.)
- **DIGITAL THERMOMETER** (Required for thin foods, i.e. hamburgers, chicken pieces, etc.)
- **WATER MUST BE OBTAINED FROM AN APPROVED SOURCE**
- **WASTEWATER DISPOSAL OF IN A SANITARY SEWER** (Disposal in storm drains or on the ground is not acceptable.)
- **DISHWASHING FACILITIES** (Must be provided by you or event coordinator if event is more than one day.)
- **BOOTH RESTRICTIONS**
 - Walls and ceiling – wood, canvas, or other material that protects booth interior from dirt and weather.
 - Floor – cleanable material such as concrete, AstroTurf, asphalt, or tight-grained plywood.
 - Food cannot be prepared, cooked, or displayed on front counter unless it is protected from contamination.
- **SKETCH OF FLOOR PLAN FOR BOOTH OR TRAILER** (See below)
- **REVIEW AND POST CHECKLIST “REQUIREMENTS TO OPERATE AT TEMPORARY EVENTS”**

How to make a Handwash Station:

- 5-gallon INSULATED CONTAINER with FREE-FLOW spigot
- Warm water
- Bucket for wastewater
- Pump hand soap and paper towels
- WASH HAND FREQUENTLY!



Describe the following:

1. Handwashing facilities:

2. Wastewater disposal:

3. Dishwashing facilities:

4. Construction materials (floors, walls, ceiling):

5. Restroom facilities:

DRAW YOUR FLOOR PLAN HERE

FOOD PREPARATION AND MENU (FOOD FLOW)

DIRECTIONS: List, by number, the order of food preparation steps used for each menu item you will be serving. Please note that Section "A" must be completed if you will be using an approved kitchen to prepare food prior to the event.

EXAMPLE: In the first example listed below, thawing chicken is the first preparation step used, so that box is given a "1". Cutting or assembling the thawed chicken is the second preparation step used, so that box is given a "2". After the chicken is assembled, it is then portioned. The Portion/Package is therefore given a "3". Numbers are used in succession until all food preparation steps for that menu item have been completed.

SECTION A: AT THE APPROVED KITCHEN:

<i>MENU ITEM</i>	Thaw to 41°F or less	Cut/ Assemble	Cook to Appropriate Temperature	Cool to 41°F Within 6 Hours	Cold Holding 41°F or less	Reheat to 165°F	Portion Package	Transport 41°F or Less or 135°F or Above
Example: Chicken	1	2			4		3	5

NOTE: If your procedures do not fit these charts, please use a separate sheet of paper and attach to application.

SECTION B: AT THE BOOTH:

<i>MENU ITEM</i>	Thaw to 41°F or less	Cut/ Assemble	Cook to Appropriate Temperature	Cold Holding 41°F or less	Reheat to 165°F	Hot Holding 135°F	Other/ Serve
Example: Chicken/Hamburger			2	1			3

How will you provide temperature control for potentially hazardous foods? Circle as many as you will be using.
Foods must be 41°F or colder, or 135°F or hotter. **MONITOR THEM FREQUENTLY!**

Hot holding: steam table, oven, barbeque, gas grill, wok, steamers, stove, hot holding case, other (list) _____

Reheating or cooking: oven, barbeque, gas grill, wok, steamers, stove, other (list) _____

Cold holding: refrigerator, refrigerated truck, refreezable ice/cooler, drained ice, freezer, other (list) _____