

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: **Public Health - Dayton & Montgomery County**
4. Return check and signed application **to: Public Health - Dayton & Montgomery County**

- Food Service Operation
 Retail Food Establishment

NO PERSONAL CHECKS

117 South Main Street
Dayton, Ohio 45422
Attn: Food Program

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
-----------	------

Licensors to complete below

Valid date(s)	License fee:
---------------	--------------

Commercial \$60.00 or Non-Commercial \$30.00

Application approved for license as required by Chapter 3717 of the Ohio Revised Code.

By	Date
Audit no.	License no.

Festival Type Food Operations

Please provide the Health Department with the following written information. Please print.

1. Vendor/Organization Name: _____

2. Name and date of event; location where food will be sold: _____

3. Date and location where food will be prepared (if different from above, must be in a licensed kitchen): _____

4. List all foods you plan to sell (including liquid refreshments): _____

5. How will you keep foods hot (at or above 135°F)? _____

6. How will you keep foods cold (at or below 41°F)? _____

7. How will your employees wash their hands? _____

8. Is event inside or outside? _____

9. How will you protect your foods from customer contamination (food guards) and flies and insects? _____

10. What type of equipment will you use at the sale site for preparation and/or holding of food? _____

Note: Foods must be stored up off the floor and ground, and must be protected from dogs, cats, flies, and other pests

11. How will you store all serving and eating utensils at the sale site? (They must be kept covered, and up off the ground) _____

12. How will trash be stored, and who will remove it from the sale site? _____

13. Where will you wash and sanitize your utensils? How will you do it? _____

14. Explain how all foods will be transported to and from serving site (including how foods will be protected from contamination and how acceptable food temperatures will be maintained during transportation): _____

15. Please submit a floor plan drawing of your operation showing how food items are to be prepared, displayed, and sold. (The drawing must show how you plan to set up your equipment and tables).

***Send all information at least **TEN DAYS** before the event to the following address:

Public Health – Dayton & Montgomery County
117 South Main Street
Dayton, Ohio 45422
Attn: Food Program
Phone: (937) 225-4460

I certify that the above information is true to the best of my knowledge and that if there are additions or deletions in the information provided, I will contact the Health Department prior to operation.

Signature _____ Date _____

***FOOD BOOTH FLOOR PLAN:**

PUBLIC HEALTH DAYTON AND MONTGOMERY COUNTY
117 SOUTH MAIN STREET
DAYTON, OHIO 45422
TELEPHONE: (937) 225-4460

Temporary Food Operation Guidelines

For a safe and sanitary temporary food operation, please follow these guidelines.
If you have any questions, please contact us at (937) 225-4460.

All information must be received **TEN DAYS prior to event or your application **WILL BE REJECTED**.

1. **Food Source**

- A. All foods must be prepared on site at the festival or special event or in a licensed food service operation.
- B. No foods are allowed that have been prepared at home.
- C. Do not use left over perishable food items.

2. **Food Temperatures**

- A. All foods must be kept below 41°F (ice cold) or above 135°F (steaming hot).
- B. Provide metal stem thermometer to check temperatures.
- C. The following internal **cooking** temperatures must be reached:

Beef	145° F	Fish	145° F
Pork	145° F	Hamburger	155° F
Eggs	145° F	Stuffed Meats	165° F
Fruits and Vegetables	135° F	Chicken	165° F

- D. The following internal **reheating** temperature must be reached:
 - Potentially hazardous foods (previously cooked and cooled) 165° F
 - Ready to eat food (commercial, hermetically sealed container) 135° F

3. **Food Preparation and Handling**

- A. There is to be no bare hand contact with ready to eat foods. Disposable gloves, deli paper (waxed paper) or utensils must be used.
- B. Ice must be dispensed into drinking cups by a scoop with handle or a large spoon.
- C. Food contact surfaces or surfaces where food is prepared must be smooth and easily cleanable.
- D. Condiments must be provided in individual packets, pump, or squeeze type containers (no open containers).
- E. No smoking or chewing of tobacco.
- F. Use of pesticides is prohibited during preparation and serving hours.
- G. Food handlers must use hair restraints; hats, hairnets, etc.

4. **Utensil Storage and Protection**

- A. Store all utensils and single service items up off the ground and protect them from dust, insects, etc. (Keep them covered).

5. **Food Protection and Storage**

- A. Ensure that food operations are not located where dust or bird roosting may be a problem; i.e. under trees, etc.
- B. Keep all food products up off the ground.
- C. Foods on display for sale must be covered; or

- D. Protected by a sneeze guard or shield, or by wrapping with plastic wrap.
- 6. **Handwashing**
 - A. Provide approved hand washing facilities, including soap and disposable paper towels (see Figure A).
 - B. Employees must wash hands after smoking and after using toilet facilities.
- Note: Alternate hand washing methods may be approved by your inspector before the event.
- 7. **Cleaning and Sanitizing Procedures**
 - A. Before any food is prepared, and periodically through the day, wipe work surfaces with cloths rinsed in either bleach water or iodine water. (Two tablespoons of bleach in one gallon of water. Iodine water should be golden in color).
 - B. Provide utensil-washing facilities as detailed in Figure B for cleaning and sanitizing of utensils.
- Note: In operations using only a few utensils, back-up utensils may be provided in lieu of the utensil washing facilities mentioned above.
- 8. **Refuse Storage and Collection**
 - A. Trash must be stored in covered containers until collection.
 - B. Trash must be removed from the site at the end of the event.
- 9. **The following people may not help prepare foods**
 - A. Children under the age of 12.
 - B. Persons showing symptoms of colds or flu.
 - C. Persons with cuts or sores on hands.
 - D. Persons with sleeveless shirts.

Figure A. Accepted Handwashing Facilities for Temporary Operations

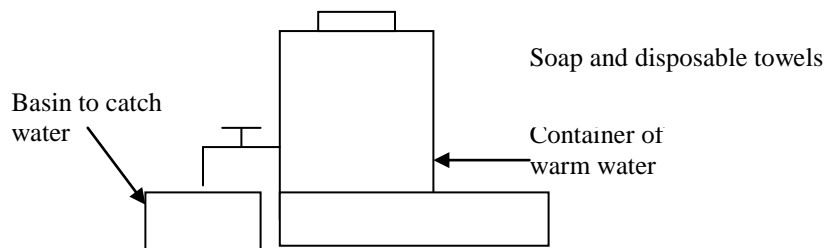
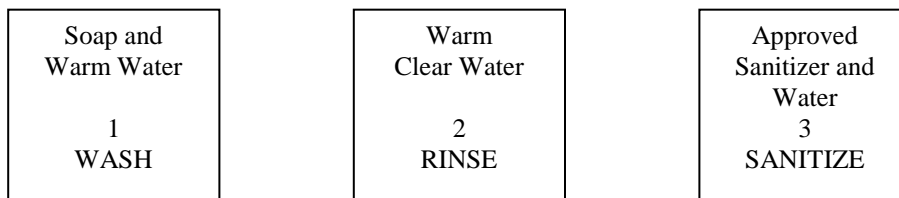


Figure B. Accepted Utensil Washing for Temporary Operations



**POST THIS SHEET ON THE PREMISES AND ENSURE ALL
EMPLOYEES READ THIS!**