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OFFICE USE ONLY

Assigned to: _____
 Date Called/Emailed _____
 Notes: _____
 PAID: Amt.: _____ Date: _____
 Receipt # _____

APPLICATION FOR TEMPORARY FOOD ESTABLISHMENT

This application and all fees must be returned to the Tazewell County Health Department at least FIVE (5) WORKING days prior to the event to avoid late fees!

Name of Stand: _____

Is this a multi-vendor Event? Yes No Name of Event: _____

Event Planner: _____ Event Contact Number: _____

Location of Food Service: Address: _____ City: _____

Date(s) & Time(s) Food Will Be Served: _____

Location Where Food Will Be Prepared: _____

Date(s) & Time(s) of Food Preparation: _____

Food Source/Purchased From: _____

LIST FOODS BEING SERVED

Contact information for the person in charge who will be on site at the event. We may contact you prior to the event. Please provide a number where you may be reached during daytime working hours and a valid email address.

Name	Phone Number	Email

Temporary Permit Application Fee Schedule:

\$18.00 per event if **multiple** temporary applications are submitted at once. Must be submitted at least 5 or more working days prior to the first event.

\$20.00 if paid for 5 or more working days prior to the inspection.

\$30.00 if NOT paid 5 working days prior to the event. Repeat late applications will be charged **\$75.00**

\$40.00 if paid for at the time of inspection. Repeat on site applications will be charged **\$100.00**.

Payment can be made online at www.allpaid.com PLC # 7839 with a service fee. Applications may be submitted to eh@tchd.net or faxed to TCHD at (309)-925-4100, however fees are based on date fee and application are received.

*If this event has been **canceled**, please contact TCHD during normal hours Monday – Friday (8:00 am- 4:30 pm) at (309) 929-0272 (After hours contact the environmental health emergency line at (309) 303-1381) *

Floor layout – Temporary Food Establishment

In the following space, provide a layout of the temporary establishment. This diagram allows for your inspector to be prepared to conduct the inspection and be certain that all required items to operate are present ahead of time.

- Cooking equipment
- Hot and cold holding equipment
- Hand washing station
- Prep tables
- Dishwashing station
- Single service storage
- Waste containers

I understand the temporary permit application fee schedule. I also have reviewed the temporary checklist and will ensure that all items will be met at my stand: _____

Initials

An application is hereby made for a Temporary Food Establishment Permit. By this application, it is agreed that the establishment will comply with the Rules and Regulations and provisions of the Tazewell County, IL Code of Ordinances, **Chapter 95: Food Establishments** applicable to this type of food establishment.

Signature of Operator(s): _____ **Date:** _____

PLEASE NOTE: Food will be destroyed if: it is cooked, cooled down, and reheated; if food is found out of temperature; it is prepared in an unapproved area; or obtained from an unapproved source. Contact TCHD with any questions prior to the event.

These are the minimum required components required to operate a Temporary Food Establishment. You will not be allowed to operate if you fail to meet any of the temporary food stand requirements.

- Adequate on-site storage to maintain foods requiring refrigeration at 41°F or below at all times. Mechanical refrigeration is strongly suggested.
- Adequate on-site storage to maintain hot foods at 135°F or above at all times.
- A metal-stemmed thermometer (not glass) ranging from 0-220°F for checking hot and cold food temperatures. Must read in 2°F increments and be calibrated.
- All food must be obtained from an approved source and prepared in a licensed kitchen or on-site at the event. No food that has been cooked, cooled, and reheated on site is permitted.
- Hand washing station: Container with a spigot, draining water into a basin; hand soap and single-use towels.
- Single-use gloves are required to handle ready-to-eat foods. NOTE: Bare hand contact with ready-to-eat food is prohibited.
- Effective hair restraints for all food handlers. Visors are not acceptable.
- Dishwashing station: 3 basins provided and set up to Wash - Rinse - Sanitize equipment and utensils.
- Detergent, sanitizer and appropriate sanitizer test kit (checking ppm of sanitizer) provided. Test strips may be purchased from TCHD
- All equipment and utensils must be in good condition. They must be cleaned and sanitized before the event and as often as necessary, but no less than every 4 hours.
- Sanitizer bucket and wiping cloth or spray bottle and single-use towels used for food contact surfaces.
- A physical stand constructed in compliance with the Temporary Food Service Establishment Guidelines.
- Water from an approved source. Water must be obtained through food grade hoses. Backflow prevention must be provided to protect the water supply (vacuum breaker).
- Wastewater must be disposed of at an approved site (public sewer). NOTE: Most storm sewers are not an approved waste site.
- Garbage containers.
- All food handlers will review the Temporary Food Establishment Food Safety Guidelines.
- Link to Temporary Food Establishment Food Safety Guidelines:
<https://www.tazewellhealth.org/DocumentCenter/View/960/TEMPORARY-FOOD-SAFETY-GUIDELINES>