# Temporary Food Establishment Application

Every Food Vendor must complete all five pages of this application and forward it to the Event Organizer.

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| Event Information  |
| Name of the Event:      |
| Location of the Event:      |
| Event Address:      (Municipal Address, Park Name or Street Closure Boundaries) |
| Event Organizer/Organization:       |

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| Vendor Information |
| On-site Contact Person:       |
| On–site Cell #:      |
| Booth Name and Booth Number, if applicable:       |
| Date(s) at the Event:      |
| Number of Certified Food Handlers that will be On-site:       Proof of certification available at the booth |
| Business/Organization Name:      |
|  Address:      |
|  Phone #:      | E-mail:      |
| **Municipal License Number:**      |

**List of On-Site Equipment and Supplies for Operational Needs**

Check items that will be available.

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| **Temporary Food Booth**  |
|  [ ]  Supply of potable water for cooking and cleaning [ ]  Leak-proof container(s) for waste water [ ]  Garbage container with supply of plastic garbage bags[ ]  Power source/backup (e.g. generator, propane burner) | [ ]  Platform (15 cm /6") to elevate food, food containers and paper goods above the ground[ ]  Cleaning supplies (e.g. detergent, wiping cloths)[ ]  Clean, smooth, washable tables and storage areas[ ]  Overhead booth covering (e.g. canopy, umbrella) |

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| **Food Safety Equipment** |
| [ ]  Hot holding unit to maintain hot foods at 60oC (140oF) or higher (e.g. chafing dishes, hot plates)[ ]  Probe thermometer(s)[ ]  Cold holding units to maintain cold foods at 4oC (39oF) or lower (e.g. coolers, refrigerators, freezers)[ ]  Thermometer(s) for each storage unit containing hazardous foods[ ]  Ice for food storage separate from ice for consumption (from an approved source) | [ ]  Scoops to dispense ice for consumption [ ]  Plastic wrap/aluminum foil for protecting food[ ]  Backup supply of clean utensils (4 sets of each)[ ]  Food grade storage containers [ ]  Hair restraint (e.g. hairnets , caps, hats)[ ]  Clean aprons for food handlers |

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| **Hand Washing Facilities** |
| [ ]  Liquid soap in a dispenser[ ]  Paper towels[ ]  Potable water supply with continuous flow[ ]  Waste water container | Hand Washing facility must be one or more of the following:[ ]  Portable or free standing hand wash station[ ]  Gravity fed water container with spigot set up on a table[ ]  Other       |
| **Note: Hand sanitizers do not replace the requirements for a temporary hand wash station**  |

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| **Sanitizing Solution** |
|  Supplies needed to make sanitizer on site [ ]  Water [ ]  measuring cup and teaspoon[ ]  Labeled spray bottle  | Sanitizer[ ]  Chlorine (Bleach) [ ]  Quaternary ammonium[ ]  Iodine [ ]  Test strips to check sanitizer strength |

**List of Food Suppliers**

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| **Name of Supplier:**      |
| **Contact Person (if applicable):**      | **Address:**      |
| **Phone # :**       | E-mail:      |
| List Food(s) Obtained from this Supplier:      |

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| List Food(s) Obtained from this Supplier:      |

Please attach additional pages as needed

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| Food Item |
| **Name of food Item and ingredients:**      |
| **How is it prepared?**       |
| **Will this food be pre-cooked?** [ ]   **or Will this food be cooked on-site?** [ ]  |
| **Where is the food prepared (list full address)?**       |
| **Will the food be transported** [ ]  **Yes** [ ]   **No** **Type of container used to transport food(s) to maintain temperatures?**       |
| **How will proper temperatures for hazardous foods be maintained at the event (e.g. coolers, warming ovens)?**       |

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Please attach additional pages as needed

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| **Booth Set-up** |
| Indicate on drawing or electronic copy (all applicable equipment) |
| **[ ]** Hand wash station(s)**[ ]** Additional sink(s)**[ ]** Cooking equipment**[ ]** Work tables**[ ]** Container(s) for waste water**[ ]** Garbage container(s) | **[ ]** Food and supplies storage areas **[ ]** Refrigerated trucks & other off-site storageLocation **[ ]** Power source/ backup **[ ]** Overhead booth covering Type **[ ]** Protective Barrier for cooking equipment |
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