# 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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| **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 storage  Location  Power source/ backup  Overhead booth covering Type  Protective Barrier for cooking equipment |
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