# Temporary Food Service Application

Answer the following questions to determine what type of permit you need:

- I will be handling/preparing/cooking/serving meats, poultry, and/or seafood from raw product.
- I will be cooking/heating foods at my commissary, and placing them in refrigeration or in ice to cool down (soup, chili made from scratch, chowder).

If you checked a box above, you will need a **HIGH RISK** permit, unless you are only demonstrating.

## Business Information

<table>
<thead>
<tr>
<th>Business Name</th>
<th>Mailing Address</th>
<th>Email</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Person In Charge</th>
<th>Phone Number</th>
<th>Food Handler Card Info</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Name: Exp:</td>
</tr>
</tbody>
</table>

## Permit Type

### Low Risk

- Items limited to specific foods, see pages 3-4
- ☐ 25% of fee Exempt, Non-Profit 501(c)(3)
- ☐ $63.00 Single Event/Additional Single Event
- ☐ $315.00 Annual (Art Walks, Open House)
- ☐ $90.00 Recurring Event—per location

### Medium Risk Food

- Foods to be prepared and held hot or cold, see pages 3-4
- ☐ $139.00 Single Event
- ☐ $169.00 Recurring Event—per location
- ☐ $80.00 Additional Single Event, same menu
- ☐ 25% of fee Exempt, Non-Profit 501(c)(3)

### High Risk

- Food cooked or served from raw animal products or required advanced cooking and cooling in an approved kitchens, see pages 3-4
- ☐ $139.00 Single Event
- ☐ $225.00 Recurring Event—per location
- ☐ $80.00 Additional Single Event, same menu
- ☐ 25% of fee, Exempt, Non-Profit 501(c)(3)

### Demonstrator

- ☐ $63.00 Single Event
- ☐ $262.00 Multiple Demonstrator Event

### Late Fees

- ☐ 50% of the permit fee. **Apply if we do not receive your application within 10 calendar days of the event.**

### Permit Exempt

- Items limited to specific foods, see page 3
- ☐ $26.00—an annual (multiple events)

Make checks payable to JCPH. You can also pay with credit and debit cards. 360.385.9444

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## Event Information

<table>
<thead>
<tr>
<th>Event Name</th>
<th>Event Date: Event Time:</th>
<th>Event Location</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Event Coordinator</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Water, Ice, and Wastewater

<table>
<thead>
<tr>
<th>Water Source</th>
<th>Ice Source</th>
<th>Wastewater disposal</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### FOOD PREPARATION PROCEDURES

**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 (commissary kitchen):**

Where is the Approved Kitchen? Name _____________________ Address _________________________________

When is the Approved Kitchen Going to be used for Preparing Food? Date __________________ Time(s) _________

<table>
<thead>
<tr>
<th>Menu Item</th>
<th>Thaw to 41°F or less</th>
<th>Cut/Assemble</th>
<th>Cook to Appropriate Temperature</th>
<th>Cool to 41°F Within 6 Hours</th>
<th>Cold Holding 41°F or less</th>
<th>Reheat to 165°F</th>
<th>Hot Holding 135° or above</th>
<th>Portion/Package</th>
<th>Transport &lt; 41°F or &gt;135°F</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: Chicken</td>
<td>Step 1</td>
<td>Step 2</td>
<td>Step 4</td>
<td>Step 3</td>
<td>Step 5</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Section B: At the booth:**

<table>
<thead>
<tr>
<th>Menu Item</th>
<th>Thaw to 41°F or less</th>
<th>Cut/Assemble</th>
<th>Cook to Appropriate Temperature</th>
<th>Cold Holding 41°F or less</th>
<th>Hot Holding 135° or above</th>
<th>Reheat to 165°F</th>
<th>Portion/Package</th>
<th>Other/Serve</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: Chicken/Hamburger</td>
<td></td>
<td></td>
<td>Step 2</td>
<td>Step 1</td>
<td></td>
<td></td>
<td>Step 3</td>
<td></td>
</tr>
</tbody>
</table>

### FOOD PREPARATION EQUIPMENT

**Equipment list:** Identify equipment used in your temporary food establishment (check all boxes that apply).

<table>
<thead>
<tr>
<th>Hand wash station required for open food</th>
<th>Cooking/Reheating equipment</th>
<th>Cold/Hot holding equipment</th>
<th>Produce Washing</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ 5 gallon insulated container with a continuous flow spigot and catch bucket</td>
<td>□ Grill/BBQ</td>
<td>□ Ice Chest</td>
<td>□ Produce purchased pre-washed and processed</td>
</tr>
<tr>
<td>□ Plumbed hand sink</td>
<td>□ Fryer</td>
<td>□ Refrigerator</td>
<td>□ Produce washed and processed in an approved kitchen</td>
</tr>
<tr>
<td>□ Water 100°F - 120°F</td>
<td>□ Smoker</td>
<td>□ Steam Table</td>
<td>□ Separate gravity flow container on-site for producing only</td>
</tr>
<tr>
<td>□ Soap &amp; paper towels</td>
<td>□ Oven</td>
<td>□ Grill/BBQ</td>
<td>□ Other</td>
</tr>
<tr>
<td>□ Tarp</td>
<td>□ Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ Wood</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ Canopy/Tent</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ Floor _____________________________</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>□ Roof</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

By signing below, I understand that issuance and retention of a permit to operate a Temporary Food Establishment will only include serving those items listed in this application and only for the event dates listed. Any change of person in charge, menu, or event dates, requires approval by the Environmental Health Department and may require resubmission of this application. All service will be in compliance with the Rules and Regulations of Washington State (WAC 246-215) and the Local Board of Health Ordinance Chapter 8.05 Jefferson County Code. Your temporary permit must be posted at each event. Failure to post your permit may result in revocation of the operating permit. Failure to obtain a valid TFS permit prior to event may result in the following: (a) immediate closure, and/or (b) submission of TFS application after event for review, (c) submission of TFS permit application fee (d) 50% of TFS permit application fee as a late fee.

__________________________________   ____________________________________    ____________________
Print Name                          Signature                                  Date
**Use and Intent:** Limited Risk Food pose less of a risk when handled and served to the public. The intent of this list is to provide non-food establishments (art galleries, retail merchants, realtors, etc) with food options that pose a limited risk to the public.

**Limited Risk Foods:** Foods have been commercially prepared and only require heating and hot-holding or cold holding. No cooling or re-heating of food prior to service to the public.

- Baked goods made in a commercial facility and requires temperature control.
- Commercially prepared packages of chili, soups, baked beans or other USDA/FDA/WSDA processed foods cooked for immediate service.
- Pre-cooked corn dogs, hot dogs, ham or precooked and pre-sliced sausages (salami, prosciutto) other USDA-certified pre-cooked meats ready to eat from the original package or cooked for immediate service.
- Intact (unopened) frozen packages of raw meat or raw fish sold at a farmers market with no cooking, portioning or unwrapping.
- Pasteurized dairy products (cheese, cream cheese), espresso drinks, commercial beverage mixes, or commercially frozen fruit.
- Pancakes, funnel cakes, donuts, or other fried dough products made from a commercial powder mix and water.
- Sno-cones or other ice based drinks or foods made with commercially purchased ice and commercial syrups or mixes.
- Nachos.
- French fries, onion rings, other deep fried vegetables made from frozen, packaged product.
- Commercially pre-washed fruit.
- Onions cut on site.
- Commercially made pizza from a licensed restaurant, hot held, sold by the slice.
- Commercially prepared appetizer trays (vegetables, fruit), dessert or other trays prepared at a commercial facility and held and served cold.

**Exempt Foods:**

- Popcorn and flavored popcorn prepared from commercially packaged ingredients that are not potentially hazardous;
- Cotton candy;
- Dried herbs and spices processed in an approved facility;
- Crushed ice drinks containing only ingredients that are not potentially hazardous, and dispensed from a self-contained machine that makes its own ice. Drinks with potentially hazardous foods, snow cones, and shaved ice are not included;
- Corn on the cob prepared for immediate service;
- Whole peppers roasted for immediate service;
- Roasted nuts, roasted peanuts, and roasted candy-coated nuts;
- Chocolate-dipped ice cream bars prepared from pre-packaged ice cream bars produced in a food processing plant;
- Chocolate-dipped bananas prepared from bananas peeled and frozen in an approved facility; and
- Individual samples of sliced fruits and vegetables that are not potentially hazardous.

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**SERVE IT SAFELY**

**OPEN HOUSES, ART WALKS, PUBLIC RECEPTIONS**

**Eliminate Bare-Hand Contact**
- Have plenty of serving utensils.
- Use toothpicks for cheese and fruit cubes.

**Purchase Pre-Made Food**
- Cheese and salami trays.
- Fruit trays.
- Dessert trays.

**Dispose of Food after 4 hours**
- If you are not cold holding food, you must discard all food after four hours.
What is Your Temporary Food Establishment’s Risk Level?

- Do you cook and cool foods at your approved kitchen?
  - No → Food Level 2 “Medium Risk”
  - Yes → Food Level 3 “High Risk”

- Do you prepare meat from a raw state?
  - No → Food Level 2 “Medium Risk”
  - Yes → Food Level 3 “High Risk”

- Do you heat and hot-hold commercially pre-cooked foods?
  - No → Food Level 2 “Medium Risk”
  - Yes → Risk Level 1 “Limited Risk”

- Do you prepare any foods that don’t require cooking? (Sandwiches, wraps, etc.) Or prepare multi-ingredient items made with fresh fruits/produce? (Salads, fruit cups, salsa, cole slaw, etc.)
  - No → Risk Level 1 “Limited Risk”
  - Yes → Risk Level 1 “Limited Risk”

- Do you heat or cold hold commercially pre-cooked foods for immediate consumption?
  - No → Risk Level 1 “Limited Risk”
  - Yes → Risk Level 1 “Limited Risk”

- Do you refrigerate/freeze meats, dairy and other temperature sensitive foods specifically for sale (no preparation and/or consumption)
  - No → Risk Level 1 “Limited Risk”
  - Yes → Exempt

- Do you serve commercially prepared appetizer trays?
  - No → Risk Level 1 “Limited Risk”
  - Yes → Exempt

- Do you prepare any non-temperature sensitive foods onsite? (Bakery)
  - No → Risk Level 1 “Limited Risk”
  - Yes → Exempt

- Do you serve espresso drinks?
  - No → Risk Level 1 “Limited Risk”
  - Yes → Exempt

- Do you serve ONLY popcorn, cotton candy, machine-crushed iced drinks, shaved ice, corn on the cob, whole roasted peppers, roasted nuts and peanuts, chocolate-dipped ice cream bars, chocolate-dipped bananas, sliced fruit or vegetables for sampling, or dried herbs and spices?
  - No → Exempt
  - Yes → Exempt

REV. 01/10/2020