



Email: [foodsafety@co.jefferson.wa.us](mailto:foodsafety@co.jefferson.wa.us)  
 Website: [www.jeffersoncountypublichealth.org](http://www.jeffersoncountypublichealth.org)  
 Tel: 360.385.9444 Fax: 360.379.4487

For Office Use:	
Date Rec'd _____	Receipt# _____
Amt. _____	Check# _____
Permit# _____	Category _____
Comments: _____	

## 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

<b>Business Name</b>	<b>Mailing Address</b>	<b>Email</b>
<b>Person In Charge</b>	<b>Phone Number</b>	<b>Food Handler Card Info</b>
		Name: _____ Exp: _____

### Permit Type

<b>Low Risk</b> Items limited to specific foods, see pages 3-4	<input type="checkbox"/> 25% of fee Exempt, Non-Profit 501(c)(3) <input type="checkbox"/> \$64.00 Single Event/Additional Single Event <input type="checkbox"/> \$320.00 Annual (Art Walks, Open House) <input type="checkbox"/> \$94.50 Recurring Event—per location
<b>Medium Risk Food</b> Foods to be prepared and held hot or cold, see pages 3-4	<input type="checkbox"/> \$141.00 Single Event <input type="checkbox"/> \$171.00 Recurring Event—per location <input type="checkbox"/> \$81.00 Additional Single Event, same menu <input type="checkbox"/> 25% of fee Exempt, Non-Profit 501(c)(3)
<b>High Risk</b> Food cooked or served from raw animal products or required advanced cooking and cooling in an approved kitchens, see pages 3-4	<input type="checkbox"/> \$141.00 Single Event <input type="checkbox"/> \$228.00 Recurring Event—per location <input type="checkbox"/> \$81.00 Additional Single Event, same menu <input type="checkbox"/> 25% of fee, Exempt, Non-Profit 501(c)(3)
<b>Demonstrator</b>	<input type="checkbox"/> \$64.00 Single Event <input type="checkbox"/> \$266.00 Multiple Demonstrator Event
<b>Late Fees</b>	<input type="checkbox"/> 50% of the permit fee. <b>Apply if we do not receive your application within 10 calendar days of the event.</b>
<b>Permit Exempt</b> Items limited to specific foods, see page 3	<input type="checkbox"/> \$26.00—annual (multiple events)

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

### Event Information

<b>Event Name</b>	<b>Event Date:</b> <b>Event Time:</b>	<b>Event Location</b>
<b>Event Coordinator</b>	<b>Phone</b>	<b>Email</b>

### Water, Ice, and Wastewater

Water Source _____ Ice Source _____	Wastewater disposal _____
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## 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) \_\_\_\_\_

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

**Section B: At the booth:**

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

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

## FOOD PREPARATION EQUIPMENT

<p><b>Hand wash station required for open food</b></p> <input type="checkbox"/> 5 gallon insulated container with a continuous flow spigot and catch bucket <input type="checkbox"/> Plumbed hand sink <input type="checkbox"/> Water 100°F - 120°F <input type="checkbox"/> Soap & paper towels	<p><b>Cooking/Reheating equipment</b></p> <input type="checkbox"/> Grill/BBQ <input type="checkbox"/> Fryer <input type="checkbox"/> Smoker <input type="checkbox"/> Oven <input type="checkbox"/> Other	<p><b>Cold/Hot holding equipment</b></p> <input type="checkbox"/> Ice Chest <input type="checkbox"/> Refrigerator <input type="checkbox"/> Steam Table <input type="checkbox"/> Grill/BBQ <input type="checkbox"/> Other
<p><b>Floor and Overhead coverage</b></p> <input type="checkbox"/> Tarp <input type="checkbox"/> Wood <input type="checkbox"/> Canopy/Tent Other: _____	<p><b>Sanitizer/Dishwashing</b></p> <input type="checkbox"/> Open Container <input type="checkbox"/> Wiping towels <input type="checkbox"/> Bleach/Sanitizer (1 tsp bleach/gallon of cold water)	<p><b>Produce Washing</b></p> <input type="checkbox"/> Produce purchased pre-washed and processed <input type="checkbox"/> Produce washed and processed in an approved kitchen

*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 Foods 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.

**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?

