



**RANDOLPH COUNTY HEALTH DEPARTMENT  
ENVIRONMENTAL HEALTH SERVICES  
TEMPORARY FOOD SERVICE**

APPLICATION FOR TEMPORARY FOOD SERVICE PERMIT

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(Name of Establishment) (Operator) (Telephone number)

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(Event) (Location) (Date & Time of Event)

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(Operator Mailing Address)

1. MENU: List **all foods and where they were purchased:**

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2. Will all foods be prepared at the temporary food service booth?

- Yes            Fill out **Section B** below.
- No                Fill out **Section A & B** below. **FOOD CANNOT BE PREPARED OR COOKED AT HOME.**

3. List each food item, and **check** each item in which a preparation procedure will occur.

**SECTION A: At the approved kitchen:**

Food	Thaw	Cut/ Assemble	Cook	Cool	Cold Holding	Reheat	Hot Holding	Portion Package
1.								
2.								
3.								
4.								

**SECTION B: At the booth:**

Food	Thaw	Cut/ Assemble	Cook	Cold Holding	Reheat	Hot Holding	Portion Package
1.							
2.							
3.							
4.							
5.							

4. On the back of this page, draw a sketch of the booth.



**Booth Sketch:**

1. Draw in the location and identify all equipment including handwashing facilities, dishwashing facilities, ranges, refrigerators, worktables, food and single service item storage, etc.

2. Describe floor, wall and ceiling surfaces: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- Not for profit organization (no cost, need copy of tax exempt letter)
- One time event (\$20)
- Annual/Mobil (\$45)

**RANDOLPH COUNTY HEALTH DEPARTMENT COMMENTS:**

**Approved:** \_\_\_\_\_  
(Permit Number)

**Disapproved for following reasons:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Copy and/or permit to Applicant**

**In Person**

**Mailed**

\_\_\_\_\_  
(Environmental Health Specialist)

\_\_\_\_\_  
(Date)



423 E. Logan PO Box 488  
Moberly, MO 65270 660-263-6643

Applications for temporary food permits must be received 7 days prior to the event.

## TEMPORARY FOOD SERVICE OPERATING RULES

### PERSONAL HYGIENE

- Wash your hands often. Wash with soap and warm water before starting to work, and after using the toilet, smoking, eating, sneezing, coughing, touching your face, between handling raw and cooked food, and handling garbage.
- A handwashing station can be set up using a large drink thermos of warm water, soap, paper towels, and a catch bucket (*this is a requirement*). In the event that it is not possible to set up a hand washing station, wet wipes, or some other pre-moistened towelette must be available and used to wash hands.
- Wear clean clothes and a hair restraint. Keep long hair under the hair restraint.
- Remove all jewelry.

### DO NOT . . .

- Handle food if you have a cold, diarrhea, or open cuts or sores.
- Wear a bandage on your hand. Cover it with a disposable glove.
- Lick your fingers or eat during food preparation.
- Smoke in the booth
- Touch your scalp or face while preparing food.
- Use a cloth towel for wiping hands.

### FOOD PREPARATION & SERVICE

- Prepare all foods in the booth or a Randolph County Health Department approved kitchen.
- Use only food and ice from approved sources.

- Thaw under refrigeration, in cold running water (70°F or below), as part of the cooking process, or in the microwave when cooking will follow immediately.
- Wash all fruits and vegetables.
- Cook foods to the following internal temperatures:
  - Pork** 155°F
  - Ground Beef** 155°F
  - Poultry** 165°F
  - Other** potentially hazardous foods 145°F
    - NOTE: Potentially Hazardous Foods are those foods that support the rapid growth of bacteria. They include:

meats	beans	soups
seafood	rice	stews
baked potatoes	sauces	gravies
hot dogs	chili	spaghetti
pasta dishes	hams	egg containing dishes
casseroles	dairy products	cream filled pastries
pasta salad	potato salad	dressings
batters	sandwiches	etc.

- Keep potentially hazardous food at 41°F or below or 140°F or above.
- Use a metal stem thermometer, with a range of 0°F - 220°F, to measure temperatures of hot and cold foods.
- Use prechilled ingredients to make salads, sandwiches and other cold foods.
- Cook and hold potentially hazardous food at 140°F or above whenever possible. Avoid cooking and reheating.
- Use suitable utensils or disposable gloves whenever preparing or serving food.

### **DO NOT . . .**

- Use home canned or prepared foods.
- Thaw potentially hazardous food at room temperature.
- Hold potentially hazardous food at room temperature.
- Save leftovers.
- Use crock-pots for cooking
- Touch ready-to-eat foods with bare hands.

## **FOOD STORAGE AND DISPLAY**

- Provide hot holding equipment to keep potentially hazardous foods hot.

- Provide insulated containers to maintain temperatures of hot and cold food during transport.
- Store all food at least 6 inches off floor.
- Store all foods in original or other approved containers.
- Cover food to protect it from contamination. Wrap or provide sneeze guards for displayed food.
- Provide individual packets or dispensed condiments.
- Rope off or segregate barbecue areas from customers.
- Sprinkle one or two capfuls of bleach over ice to provide a chlorine residual of 10 ppm when storing canned and bottled beverages in ice.

### **DO NOT . . .**

- Store raw foods with or above cooked foods.
- Store packaged foods in undrained ice.
- Use sterno for hot holding of food.
- Store containers of food & ice chests in the sun.
- USE HOME CANNED OR PREPARED FOODS.

## **EQUIPMENT AND UTENSILS**

- Store dispensing utensils in the food with the handle up, clean and dry or in a clean bleach water solution of 100 ppm (1/2 tsp/qt.).
- Store utensils covered, inverted or in cleanable containers to prevent contamination.
- Display single service utensils so handles are presented to the customers.
- Provide equipment capable of maintaining hot foods hot and cold food cold.
- Use utensils and equipment in good repair that can be easily cleaned.
- Use only hard wood (maple, oak) or approved plastic cutting boards.
- Store equipment, utensils and single service items at least 6 inches off the floor.

### **DO NOT . . .**

- Use enamelware or soft wood utensils.
- Reuse cans or plastic bags for food storage.
- Reuse single-service items.
- Use galvanized wire or racks for barbecuing.

## **CLEANING AND DISHWASHING**

- Use three sinks to wash, rinse and sanitize all utensils
- Use large enough sinks to completely immerse your utensils.
- Scrape soiled utensils before washing
- Wash with hot water and detergent in the first sink.

- Rinse in clean hot water in the second sink.
- Change water often to keep it clean.
- Sanitize using 50 ppm bleach water in the third sink (achieve by using 1 tsp. of bleach per gallon of water).
- Leave utensils in the sanitizer for at least 7 seconds.
- Air dry.
- Clean and sanitize cutting boards and utensils every 4 hours.
- Wash, rinse, and sanitize cutting boards between cutting up raw and cooked foods or different kinds of raw meats.
- Use wiping cloths with sanitizer (50 - 100 ppm) to regularly wipe work surfaces.
- Use chlorine test strips to check sanitizing concentrations of wiping cloth solution and during dishwashing.

### **DO NOT . . .**

- Use a towel to dry utensils.
- Use detergent in wiping cloth sanitizing solution.
- Make your sanitizers too strong or too weak.

## **WATER AND WASTEWATER**

- Provide water from an approved source.
- Wastewater shall be disposed of through an approved sanitary sewage system.
- Wastewater holding tank must be 15% larger than water supply tank.

### **DO NOT . . .**

- Dump wastewater onto the ground or in the street.
- Reuse containers that had other products in them for potable water (drinkable water).

## **GENERAL SANITATION**

- Keep cleaning supplies away from food and single service items.
- Label all cleaning supplies, including spray bottles so they can be identified.
- Provide garbage containers with lids both inside and outside the booth and keep them clean.
- Keep the booth clean.
- Keep the floor clean and dry.

### **DO NOT . . .**

- Leave garbage in the booth overnight.
- Use or store pesticides in the booth.
- Store mops or other cleaning tools with food.

## **PREMISES**

- Must have overhead protection.
- Must be fully enclosed if booth is operated more than 1 day.
- Screening material that is at least (16) mesh-to-the-inch or plastic may be used for the walls.
- The floor of the booth should be hard, smooth and constructed of an easily cleanable surface.
- All food preparation, food storage and service must be done within this enclosed area.

## **DO NOT . . .**

- Allow animals where food is prepared or served.
  - Allow unauthorized personnel in your booth.

