



DEPARTMENT OF ENVIRONMENTAL RESOURCES

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TEMPORARY FOOD FACILITY
APPLICATION FOR PERMIT

Illegible or incomplete applications may result in delay or denial of permit.

Form with checkboxes for event types: Community Event, Certified Farmer's Market, Swap Meet (Prepackaged non-PHF only). Includes questions about attending events in the last 12 months and having only one food vendor.

D.E.R. Use Only section with checkboxes for PHF and Pre-Packaged.

COMMUNITY EVENT INFORMATION

Form for community event information including fields for Name of Event, Starting Date, End Date, Setup Date, Address, City, State, Zip, Organization, Phone, and Event Contact Person.

TEMPORARY FOOD FACILITY INFORMATION

Form for temporary food facility information including fields for Business Name, Operator Name, Name of the Booth / Vehicle / Cart, Primary Phone, Secondary Phone, Email Address, Address, City, State, Zip, Mailing Address, OFF-site prep, County, and Will you attend with as a (CFO, Booth, Cart, Vehicle Lic, Permit).

- Food vehicles must obtain their permit from DER prior to the event. If this vehicle has been permitted in another county within the past 30 days, operator may submit the inspection report in lieu of the inspection.
For Veteran's Affair exemption, please attach a copy of form DD-214 to this application for permit.

Operator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Event Contact Person's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

All applications for temporary food permits are to be submitted to the event organizer for approval.

- Does any food contain meat, dairy or cut fruits or vegetables?  YES  NO
- Will all food and drinks served be prepackaged?  YES  NO
- Will all food be prepared at the temporary food facility site?  YES  NO
- What is the amount of time used to transfer the food to the event: \_\_\_\_\_ minutes/hours

**List all food items, including drinks, ice, and prepackaged foods such as chips or candy.**

Food Item(s)	Cooking Method (ex. fried, grilled, baked)	Holding HOT or COLD?	Name of EQUIPMENT used for hot or cold holding	Where is food purchased /obtained

**Sketch Sheet** – In the following space provide a drawing of the food booth. Identify and describe all equipment, including hand-washing facilities, dishwashing/utensil-washing facilities, cooking, hot-holding and cold-holding equipment, prep tables, food storage, and garbage containers.

How many people will be working in the booth? \_\_\_\_\_

*I, \_\_\_\_\_, have read the TFF guidelines and understand what is expected of me in order to operate my temporary food facility at this event. If I fail to provide the required items during the operation time, it may result in suspension/revocation of my permit, or further legal action.*

Operator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_