

Application for a License to Conduct a Temporary: (check only one)

Instructions:

1. Complete the applicable section. (Make any corrections if necessary.)
2. Sign and date the application.
3. Make a check or money order payable to: **Public Health - Dayton & Montgomery County**
4. Return check and signed application **to: Public Health - Dayton & Montgomery County**

- Food Service Operation
 Retail Food Establishment

NO PERSONAL CHECKS

117 South Main Street
Dayton, Ohio 45422
Attn: Food Program

Before license application can be processed the application must be completed and the indicated fee submitted. Failure to complete this application and remit the proper fee will result in not issuing a license. This action is governed by Chapter 3717 of the Ohio Revised Code.

Name of temporary food facility			
Location of event			
Address of event			
City		State	ZIP
Start date	End date	Operation time(s)	
Name of license holder		Phone number	
Address of license holder			
City		State	ZIP
List all foods being served/sold			

I hereby certify that I am the license holder, or the authorized representative, of the temporary food service operation or temporary retail food establishment indicated above:

Signature	Date
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Licensors to complete below

Valid date(s)	License fee:
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Commercial \$70.00 or Non-Commercial \$35.00

Application approved for license as required by Chapter 3717 of the Ohio Revised Code.

By	Date
Audit no.	License no.



Festival Type Food Operations Questionnaire

1. Event Name and Location: _____
2. Event coordinator contact info (Name, Phone number, & Email):

3. List all foods you plan to sell (including liquid refreshments):

4. What time do you plan to be at the event setting up? _____
5. What time do you plan to be fully operational? _____
6. How will you keep foods hot (at or above 135°F)? _____
7. How will you keep foods cold (at or below 41°F)? _____
8. From where will you purchase/obtain your food? _____
9. Will food be prepared off site? **YES** or **NO** (circle). If **YES** provide name, address, license number of the commercial kitchen and county where food will be prepared:

10. Explain how all foods will be transported to and from serving site (including how foods will be protected from contamination and food temperatures will be maintained during transportation):

11. How will your employees wash their hands?

12. Where will you get your water? _____
13. How will you protect your foods from customer contamination, flies and insects?

14. What type of equipment will you use at the sale site for cooking of food?

15. Who is responsible for trash collection and how will it be removed?

16. How will you ensure dishes are cleaned properly? Describe 3 compartment set up:

17. What surface/dish sanitizer will you use? _____



Public Health
Prevent. Promote. Protect.
Dayton & Montgomery County

**** THIS TEMPORARY IS ONLY GOOD FOR 5 CONSECUTIVE DAYS ****

****Ohio Revised Code sections 3717.26 (RFE) and 3717.46 (FSO) state that a temporary license is non-transferable.****

Submit a booth floor plan drawing with placement of the following minimum requirements.

1. Handwashing setup
2. Dish washing/ 3 compartment sink
3. Food prep areas
4. Cooking & hot/ cold holding equipment
5. Waste containers
6. Customer service area

FOOD BOOTH FLOOR PLAN:

I certify that the above information is true to the best of my knowledge and that if there are additions or deletions in the information provided, I will contact the Health Department prior to operation.

Signature _____ **Date** _____

→ Send completed application and questionnaire at least **TEN DAYS before** the event

Temporary Food Service Checklist

- Completed application and payment for temporary license.

Handwashing, Cleaning and Sanitizing

- Handwashing supplies present (container with spigot, warm water, soap, paper towels, and catch basin).
- Supplies for 3 compartment sinks (wash, rinse, sanitize and testing strips).
- Wash, rinse and sanitize food contact surfaces every 4 hours after use.
- Sanitizer levels sufficient (Bleach >50ppm, Quat >200ppm, appropriate test strips provided).

Food and Temperatures

- Hot food holding at or above 135°F.
- Cold food holding at or below 41°F (Adequate ice supply for coolers).
- Provide probing food thermometer that is calibrated. (Range of 0-220°F).
- No reusing and/or reheating of leftover food.
- Ensure proper temperature control only (**TIME IN LIEU OF TEMPERATURE IS NOT ALLOWED**).
- Ensure you have access to plenty of ice if using for temperature control.
- Food and single service items protected from customer contamination (use sneeze guards, lids, overwrap etc. where needed).
- Food is from an approved source. (No preparing food at home).
- All food and food contact items stored off ground.

Contamination Prevention

- Bare hand contact barriers provided (use gloves, utensils, deli paper, etc.).
- Hair restraints provided (hairnet, ballcap, pony tail, etc.).
- Good hygiene (no smoking, no eating, washing hands after handling money, etc.).
- No one is working while sick or with open cuts on hands unless covered or gloved.

Water and Waste

- Food grade hoses to connect to water supply.
- Have a plan for waste water disposal.

Safe Minimum Internal Cooking Temperatures



Steaks,
Roasts
145 °F



Fish
145 °F



Pork
145 °F



Eggs
145 °F



Ground
Beef
155 °F



Chicken
Breasts
165 °F



Whole
Poultry
165 °F

Sample Drawing



As per Fire Department, grill may be outside of tent/covering.



Single-use
Gloves

Hot Food 135° F

Food
Thermometer

Refrigerator/
Food Cooler with Ice
41° F



Hand Washing Station



**FOOD
PREP
AREA**

3-Sink Dishwashing Station


Pre-scrape 1 2 3 Air Dry



Wash Rinse Sanitize

Soap Bleach

Food Orders, Money Collection
& Customer Service




Tent or Building Covering the Entire Area