



# TEMPORARY FOOD EVENT VENDOR APPLICATION FORM

Tulare County Environmental Health Services  
5957 S Mooney Blvd, Visalia, CA., 93277  
559 624-7400 • FAX 559 733-6932

EACH VENDOR IS TO RETURN THIS FULLY COMPLETED APPLICATION  
AND THE APPROPRIATE HEALTH PERMIT FEE TO THE EVENT ORGANIZER

Name of Event: Visalia Home & Patio Springfest

Event Date(s): February 12-14, 2016 Food Sales Start Time: 11:00am

Event Address/Location: Visalia Convention Center 303 E Acquia Ave City: Visalia

Business/Organization Name: \_\_\_\_\_

Business Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_ Booth Number: \_\_\_\_\_

### PERMIT TYPE:

Indicate the Single Event Temporary Health Permit you are applying for:

- Single Event Vendor Food Prep 1-2 days (\$56)     Single Event Vendor Food Prep 3+ days (\$83)
- Single Event Vendor Prepackaged 1-2 days (\$20)     Single Event Vendor Prepackaged 3+ days (\$31)
- Veteran Exemption (complete Veterans exemption affidavit form – see enclosed, & attach DD214 form)

Indicate the Tulare County Annual Permit you hold: (Annual Permit holders must attach a copy of their active permit)

Permit Name: \_\_\_\_\_ Facility ID: \_\_\_\_\_ Permit Expiration Date: \_\_\_\_\_

Tulare County Mobile Food Facility - Indicate Cart # or License Plate #: \_\_\_\_\_

Tulare County Catering Permit     Annual Single Vendor     Annual Prepackaged/Food Sampling Permit

### FOOD OPERATION TYPE: (Check all that apply)

- Pre-packaged food     Pre-packaged with food sampling     Food Demonstration     Food Preparation
- Food booth operator is registered with IRS as a non-profit 501 (c) 1-10, or 19 organization

### PREPACKAGED VENDOR REQUIREMENTS

**NOTE:** Prepackaged food vendors are only required to complete the first page of this application

- All temporary food facilities shall provide a sign with the facility name, operator name, city, state, and zip.
- Pre-packaged food booths require overhead protection made of wood, canvas, or other to protect from elements.
- Pre-packaged food/beverages shall be kept 6 inches off the floor at all times.
- At the end of the operating day, all Potentially Hazardous Foods that are held at 45 °F **shall be destroyed.**
- At the end of the operating day, all potentially hazardous foods held at or above 135 °F **shall be destroyed.**
- **Handwash sinks are required if sampling food, a warewash sink is required if you are serving for more than 4 hours.**
- List the items you will be selling/serving: \_\_\_\_\_
- I understand that if I process or can the food item I may have to submit a Processed Food Registration or Cannery License from the California Department of Public Health.

**By signing this form I agree to comply with the above noted requirements, that the fees are nonrefundable and nontransferable, and certify to the best of my knowledge the statements made herein are true and correct.**

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**(OFFICE USE ONLY)** Payment Type: \_\_\_\_\_ Receipt #: \_\_\_\_\_ OA Initials: \_\_\_\_\_ Paid Amount: \_\_\_\_\_

Note: Vendors Conducting food preparation must complete the entire application.

### POTABLE WATER

Water source is from (check one):  A City Public Water System,  Bottled Water,  CDPH Licensed Water Vending Machine,  CDPH licensed Water Hauler, or a  Private Non Ag Well (Must provide Bacteriological, Nitrate, & Nitrite testing results and meet Safe Drinking Water Standards)

### MENU

Food preparation shall be done either in an enclosed Temporary Food Facility or at a permitted food facility

List food items to be served: (tacos, burritos, nachos, etc.)	Check if commercially pre-packaged: (unopened original containers)	Identify types of preparation at offsite permitted kitchen: (cutting, washing, cooking)	Identify types of preparation at booth: (assembly, portioning, cooking, etc.)	Describe how food will be transported from a permitted food facility to the Temporary Food Facility: (ice chest, chafing dish, etc.)
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			

- Check here if preparing ALL food inside the food booth on the day of the event and skip to page 3.  
 Check here if preparing any food at a commercial kitchen and fill out the Kitchen Authorization below.

### COMMERCIAL KITCHEN AUTHORIZATION

Complete this section if you are going to prepare food ahead of time at an Env. Health permitted kitchen.  
 No food shall be prepared at home. Permitted Cottage Food is allowed.

The food vendor listed on this form has permission to use the commercial kitchen named below for preparing and storing food on the following dates:

Business Name Of Kitchen:		Address Of Kitchen:	
City:	State:	Zip:	Phone:
Facility ID:		Type of Permit:	Permit Expiration Date:
Owner Signature:		Print Name:	Date:

If the commercial kitchen in which food preparation will take place is located outside of Tulare County, the Local Environmental Health Department must sign below authorizing use of the commercial kitchen, and verifying a current permit.

Signed by: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Environmental Health Specialist

County of: \_\_\_\_\_

Note: Complete the remainder portion of application in lieu of site plan.

### HOT/COLD HOLDING EQUIPMENT

Identify methods of maintaining hot food hot, or cold food cold during hours of operation. Check all that apply.

**Cold Holding at 45°F or below:**     Mechanical Refrigerator                       Ice Chest                       Cold Table  
 N/A                       Other (Specify): \_\_\_\_\_

At the end of the operating day, all potentially hazardous foods that are held at 45°F **shall be destroyed.**

**Hot Holding at 135°F or above:**     Steam Table                       Chafing Dishes                       Electric Soup Warmer  
 Hot Holding Cabinet                       Hot Dog Roller Grill                       Electric Rice Cooker/Warmer  
 N/A                       Other (Specify): \_\_\_\_\_

At the end of the operating day, all potentially hazardous foods held at or above 135°F **shall be destroyed.**

- A health department approved probe thermometer will be provided to monitor food temperatures.
- A health department approved refrigerator thermometer will be provided for all cold holding equipment ( refrigerators, freezers, & ice chests)

### FOOD PROTECTION

Identify methods to protect food from contamination. Check all that apply.

Sneeze Guards                       Hinged Chafing Dishes                       Serving Tongs  
 Serving/ Sampling Plate with Lid                       Prepared and Stored away from the customers                       N/A  
 Food Compartments                       Other (Specify): \_\_\_\_\_

### FOOD BOOTH CONSTRUCTION

See Temporary Food Facility Guidelines available online or at our office for a full description of requirements.

**\*All temporary food facilities shall provide a sign with the facility name (in 3 inch size letters), and operator name, city, state, and zip (in 1 inch size letters).**

All temporary Food Facilities that handle non-prepackaged food require:

- **Floors** constructed of concrete, asphalt, tight wood, or other cleanable material in good repair.
- **Overhead protection** made of wood, canvas, or other to protect food preparation, food storage, and warewashing areas from rain, dust, bird/insect droppings and other contaminants.
- **Full Enclosure** of the facility with 16 mesh per square inch screens, and pass-thru windows.
  - (Does not apply for facilities conducting limited prep if insects, vermin, and birds are absent due to location of the facility or other limiting conditions. If conditions change, vendor must be prepared to enclose booth).

**Limiting display and handling** of nonprepackaged food in food compartments.

Floor Material: \_\_\_\_\_ Wall Material: \_\_\_\_\_

Ceiling Material: \_\_\_\_\_ Size of Pass-Thru Window: \_\_\_\_\_

## SINK REQUIREMENTS

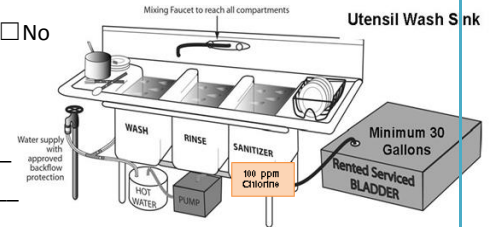
Please Indicate what warewash sink you will have access to during the event. Warewashing sink is (check only one):

- Provided by the Event Organizer     
  I will provide my own Warewash sink     
  I will be sharing with another Temporary Food Vendor – I will be sharing the sink with the following vendor: \_\_\_\_\_
- Warewash sink is not Required – If the booth operates less than 4 hours per day, & provides extra utensils that are clean and sanitized.
- Located inside Restaurant and restaurant is within 100 feet of food booth. Restaurant Name: \_\_\_\_\_

If you are providing a 3 compartment sink, are you allowing other food vendors to use it?  Yes  No

Type of Warewashing Sink (Check only one):  Portable Sink with waste water tank

- Permanently plumbed sink      Fresh Water Tank Size in Gallons: \_\_\_\_\_  
 Self-Contained portable sink      Waste Water Tank Size in Gallons: \_\_\_\_\_



List the other food vendor(s) you will allow to use your three compartment sink (up to three vendors allowed)

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

If you are providing a three compartment sink, specify how waste water will be disposed.

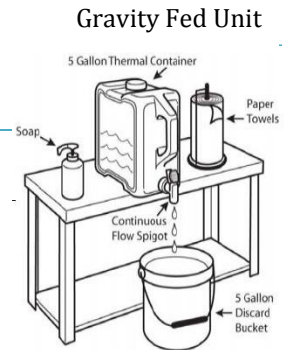
Waste tank will be emptied in,  municipal sewer connection,  onsite septic system, or  other \_\_\_\_\_

Handwashing sink provided inside food booth by (check only one):

- Event Organizer     
  Food Booth Operator     
  Not required (if serving prepackaged foods)

Type of Handwashing sink (check only one):

- Gravity Fed 5 Gallon Unit with hands free dispensing, warm water, hand soap, paper towels, and an approved Waste water receptacle. – **Is only allowed if event is less than 3 consecutive days**  
 Permanently Plumbed or Self Contained Portable Sink – **required if event is more than 3 consecutive days**



## CLEANING AND REFUSE DISPOSAL

Will multi use utensils (knives, scoops, spatulas, etc.) be used inside the booth for food preparation?  Yes  No

If marked yes,  I will clean the utensils every 4 hours in a warewash sink.

If marked no,  if the event is less than 4 hours I will bring extra utensils and replace as needed.

I will clean food equipment at least every 4 hours,  and I will clean the booth structure as often as needed.

Refuse will be disposed of as often as needed, and at the end of the event at the organizer's designated location.

**By signing this form I agree to comply with the above noted requirements, that the fees are nonrefundable and nontransferable, and certify to the best of my knowledge the statements made herein are true and correct.**

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

This form is available at [tchhsa.org/foodsafety](http://tchhsa.org/foodsafety) click on the **resources** link.



# TULARE COUNTY

HEALTH & HUMAN SERVICES AGENCY

Environmental Health Services  
5957 S Mooney Blvd, Visalia, CA., 93277-9394  
559 624-7400 ♦ FAX 559 733-6932

## VETERAN'S FEE EXEMPTION REQUEST FORM

This exemption is in accordance with Section 16102, Business and Professions Code, which allows every United States Veteran, who has received an honorable discharge or a release from active duty under honorable conditions, to hawk, peddle, sell any goods, or merchandise owned by him, (except spirituous, malt, vinous or other intoxicating liquor), without payment of any license, tax or fee to vend the merchandise.

This affidavit is to be filed with the Tulare County Environmental Health Services Division in conjunction with the application for a Health Permit to sell or give away food to the public.

Business Name: \_\_\_\_\_

Business Location: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_

Business Owner (Veteran): \_\_\_\_\_ Phone #: \_\_\_\_\_

Owner Address: \_\_\_\_\_ City: \_\_\_\_\_

Business Description: Describe kinds of food sold and type of facility sold from:  
\_\_\_\_\_  
\_\_\_\_\_

Are you selling or giving away any alcoholic beverages or foods?  Yes  No

Were you honorably discharged/released from the US Services?  Yes  No

Are you the sole owner of the goods being vended?  Yes  No

### Verification of Owner Veteran Identity:

<b>Drivers License No.</b>	<b>State</b>	<b>Expiration Date</b>	<b>Birth Date</b>
_____	_____	____/____/____	____/____/____
Service Branch:	Army <input type="checkbox"/>	Navy <input type="checkbox"/>	USMC <input type="checkbox"/>
		USAF <input type="checkbox"/>	USCG <input type="checkbox"/>

Service Documentation: Attach a copy of Veterans **Honorable Discharge Form (DD214)**.

I DECLARE UNDER PENALTY OF PERJURY, BY THE LAWS OF THE STATE OF CALIFORNIA, THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT.

Signature \_\_\_\_\_ Date \_\_\_\_\_ Account # \_\_\_\_\_

Approved:  Denied:  \_\_\_\_\_  
Environmental Health Specialist Date \_\_\_\_\_

Reason: \_\_\_\_\_



## Temporary Food Facility Self-Inspection Checklist For Booths

**All items must be completed prior to serving food to the public.**

Initial below when completed

1. <input type="checkbox"/> Hand-wash station has been set up and is ready to use: <input checked="" type="checkbox"/> 5 gallon container of warm water with a spigot which can be turned on and off without having to hold it on. <input checked="" type="checkbox"/> Liquid soap in a pump dispenser <input checked="" type="checkbox"/> Single use paper towels <input checked="" type="checkbox"/> Bucket to catch the dirty water	1. _____
<input type="checkbox"/> No handwash station required if serving prepackaged food/beverages only	
2. <input type="checkbox"/> Warewash sink provided with approved potable water source: <input checked="" type="checkbox"/> 1 compartment with soapy water to use for washing <input checked="" type="checkbox"/> 1 compartment with plain water to use for rinsing <input checked="" type="checkbox"/> 1 compartment with bleach and water to use for sanitizing Note: 1 Tablespoon of bleach should be used for each gallon of water	2. _____
<input type="checkbox"/> No warewash sink required if serving prepackaged food <input type="checkbox"/> No warewash required - Food service will be less than 4 hours, and replacement utensils available.	
3. <input type="checkbox"/> Cloth towels intended for sanitizing will be stored in a sanitizing solution. <b>100 parts per million (ppm) chlorine</b> (or 1 Tbsp. Bleach per 1 gal. of water) of sanitizing solution provided. Provide sanitizer test strips to measure strength of sanitizer.	
4. If conducting food preparation, tasks are delegated to different workers to minimize cross contamination of food: <input type="checkbox"/> Employee who will only touch the raw meat, fish or poultry <input type="checkbox"/> Employee who will only touch ready to eat (RTE) foods <input type="checkbox"/> Employees who only handle/touch the money	3. _____
<input type="checkbox"/> Employees will wash hands in between touching raw and ready to eat foods <input type="checkbox"/> NA – only serving prepackaged food	
5. <input type="checkbox"/> All food preparation is done inside the booth or at the Env. Health. Permitted food facility.	4. _____
6. <input type="checkbox"/> If there is a bar-b-que, it can be outside of the booth, but all food cooked outside must be taken back inside the booth for service to the customer. (Note: Barbecue should be roped off to prevent public access).	5. _____
7. <input type="checkbox"/> Approved thermometers are available in the booth to measure food hot and cold holding temperatures.	6. _____
8. <input type="checkbox"/> All cold foods are well iced and are maintained at or below 41 degrees F, <b>OR</b> <input type="checkbox"/> All cold foods are well iced and are maintained at 45 degrees F up to 12 hours, and discarded at end of day.	7. _____
9. All hot foods are: <input type="checkbox"/> Served directly to the customer, <b>OR</b> <input type="checkbox"/> Held at or above 135 degrees F, <b>AND</b> Discarded at the end of each day.	8. _____
10. Self-service condiments are: <input type="checkbox"/> In containers with a hinged lid, <b>OR</b> <input type="checkbox"/> In squeeze bottles, container with pump, <b>OR</b> <input type="checkbox"/> In individual packets.	9. _____
11. <input type="checkbox"/> All open food is protected from contamination.	10. _____
12. <input type="checkbox"/> Trash containers are available inside the booth.	11. _____
13. <input type="checkbox"/> Health Permit is prominently displayed in public view.	12. _____

Print Name of person in charge: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

# Sample Handwash and Warewash Layouts

\*Approved for events that are less than 3 consecutive days

\*Required for events that are 3 or more consecutive days

## Hand and Utensil Washing Guidelines for Temporary Event

EXAMPLE OF HAND WASHING SET-UP

**WASH HANDS:**

**Before:**

- Starting work
- Handling Ready to Eat (RTE) food

**After:**

- Using restroom
- Sneezing
- Coughing
- Touching raw food
- Touching face or hair
- Eating or drinking
- Emptying garbage
- Smoking
- Any chance of contamination

