

# Temporary Food Establishment Application



FOR OFFICE USE ONLY

- ▶ To avoid a late fee, submit complete application and payment 14 days before the event.
- ▶ Pay with cash, **business** check, money order, Visa or MasterCard.
- ▶ Payment is not accepted over the phone. Personal checks will be returned.
- ▶ Incomplete applications will be returned.
- ▶ Permit fees are non-refundable.
- ▶ When applying in person, complete application and payment must be received by 4 p.m.

## Event

Event Name \_\_\_\_\_

Event Date(s) \_\_\_\_\_

Food Service Begins \_\_\_\_\_ a.m. \_\_\_\_\_ p.m. Food Service Ends \_\_\_\_\_ a.m. \_\_\_\_\_ p.m.

Address \_\_\_\_\_ Parcel Number \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Coordinator Name(s) \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

## Vendor

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

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Unified Business Identifier (UBI) \_\_\_\_\_ Accounts Receivable Number \_\_\_\_\_

Person in Charge (PIC) \_\_\_\_\_ Phone \_\_\_\_\_

Permit distribution:  Email  Mail Previously operated a Temporary Food Establishment in Pierce County:  Yes  No

## Permit

\_\_\_\_\_ + \_\_\_\_\_ = \_\_\_\_\_  
 Permit Category Permit Fee Late Fee (if applicable) Total Payment

- I have read and understand the "Requirements to Operate" document.
- A copy of the Person in Charge's (PIC's) Washington State Food Worker Card will be posted in the booth.
- I have attached a copy of my processing license/permit (if applicable).

\_\_\_\_\_ Name (please print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Information submitted is subject to Public Records Act, Chapter 42.56 RCW

## Food Preparation & Menu

Where will food be purchased? (e.g., Costco, Safeway) \_\_\_\_\_

- Only food items listed will be approved to serve. Approval for any changes must be requested before the event.
- Any food that requires cooling must be cooled at an approved kitchen. No cooling allowed at the event.
- Any food found in the temperature danger zone (42–134°F) will be discarded.

List below all food, beverages and condiments that will be served. Attach additional pages, as needed.

**Sterno not allowed  
for hot holding.**

Food Item	Purchased raw or pre-cooked?	Prepared in booth or at approved kitchen?	Transported hot or cold? What type equipment used to transport?	Cold holding equipment used at event? (41°F or below)	Cooking/reheating equipment used? Final cook/reheat temperature?	Hot holding equipment used at event? (135°F or above)
<i>Example: Hamburger</i>	<i>Raw</i>	<i>Booth</i>	<i>Cold, ice chest</i>	<i>Ice chest</i>	<i>Grill, 155°F</i>	<i>Grill/steam table</i>

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## If your operation does any of the following:

- Requires advance menu preparation
- Uses fruits and vegetables that are not purchased pre-washed or pre-cut
- Lasts longer than one day (requires access to a 3-compartment sink for dishwashing)

You must obtain permission to use a kitchen facility that is approved by Tacoma-Pierce County Health Department for advance food preparation, fruit and vegetable rinsing and dishwashing. Examples can include restaurant, church, school, or community center. The facility must have the ability to support your event menu and any preparation.

Kitchen Name \_\_\_\_\_ Contact Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Phone \_\_\_\_\_

## Preparation that takes place at the kitchen facility listed above:

- Reheating       Fruit and vegetable rinsing       Cooking  
 Dishwashing       Cooling (walk-in refrigerator required)       Other \_\_\_\_\_

## Restroom facilities with hot and cold running water for handwashing required for food workers.

Location of facilities \_\_\_\_\_

## Equipment List

Identify equipment used at the event in your Temporary Food Establishment booth. Check all boxes that apply.

### Handwashing station

#### **Required for any open food.**

- 5-gallon insulated container with a continuous flow spigot and 5-gallon catch bucket
- Plumbed hand sink
- Water 100–120°F
- Soap and paper towels

### Cooking/reheating equipment

- Grill/BBQ
- Fryer
- Smoker
- Oven
- Other \_\_\_\_\_

### Cold/hot holding equipment

#### **Sterno not allowed for hot holding.**

- Ice chest
- Refrigerator
- Steam table
- Grill/BBQ
- Other \_\_\_\_\_

### Floor/overhead coverage

- Tarp
- Wood
- Canopy/tent
- Other \_\_\_\_\_

### Sanitizer bucket

- Open container
- Additional container for booths with raw meat
- Wiping towels
- Bleach/sanitizer (1 tsp bleach per gallon water)

### Outside cooking area

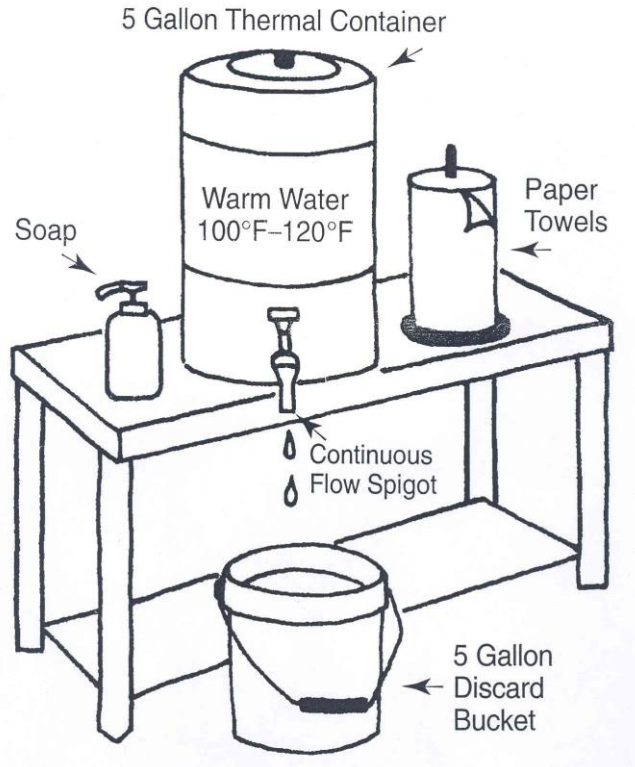
- Outside cooking area (BBQ) must have a second handwashing station
- 4 foot separation/barrier from public

## Temporary Handwashing Station

A temporary handwashing station **must** have:

- 5-gallon thermal (insulated) container
- Spigot that provides continuous flow
- Warm (100–120°F) water
- Soap
- Paper towels
- 5-gallon bucket to collect dirty water

A reinspection is required if you receive more than 35 red points or do not meet sanitation requirements.



## Potential Sale Locations for 5-Gallon Thermal Containers

Call businesses to check availability.

- **Purified Water To Go**

*Sells 5-gallon thermal (insulated) containers and replacement continuous flow spigots.*

5401 6<sup>th</sup> Avenue, Tacoma (253) 752-1700

7701 South Hosmer Street, Tacoma (253) 476-1400

- **Bargreen Ellingson**

6626 Tacoma Mall Boulevard, Tacoma (253) 475-9201

- **Anna's Party Rentals**

7710 Waller Road East, Fife (253) 531-1313

- **Any large retail chain store**

*Sells 5-gallon thermal (insulated) containers. Spigots are easily removed and replaced with continuous flow spigots from any hardware store.*

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