

Health & Community Services  
**San Juan County**

P.O. Box 607 ♦ 145 Rhone, Friday Harbor, WA 98250  
 Phone: (360) 378-4474 Fax: (360) 378-7036

**FEE: Current fee schedule attached; or, please call to determine appropriate fee.**

**APPLICATION FOR TEMPORARY FOOD SERVICE PERMIT**

Organization:	
Contact Person:	Email:
Mailing Address:	Contact Phone:

Event:	
Date(s) of Event:	Hours of food service:
Location of food service:	
Location of advance or off-site preparation (if applicable):	
If prepared food will be transported to food service site:	Time in transport:
	How will food be kept hot or cold and uncontaminated during transport:

Name of Person In Charge of food service (must have current Food Handler card):
Have all the personnel studied the Food Handlers Manual on safe food handling procedures?

The Person In Charge listed above will supervise all workers who will handle food and/or equipment (including minor participants), and will be responsible for compliance with health standards, along with the organization sponsoring the event.

Signature of applicant (not a minor)	Date
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❖❖❖ **PLEASE COMPLETE BACK OF APPLICATION** ❖❖❖

Permit reviewed and approved by:	Date:
NOTES:	

**Please post your copy of the approved permit at the event.**

What facilities for **hand washing** (warm water, hand soap, paper towels) are available at the location of food preparation and service? Specify whether plumbed sink or gravity flow container will be used.

What arrangements are being made to **prevent bare hand contact** with ready-to-serve foods during preparation and service (i.e., disposable gloves, utensils, tongs, deli barrier papers):

How will food contact surfaces be **sanitized**?

Location of easily accessible **toilet facilities**:

What **refrigeration facilities** are available for keeping foods 41<sup>o</sup> or below (i.e. ice chests, or mechanical refrigerators, etc.)?

What **hot holding equipment** is available for keeping hot foods at 135<sup>o</sup> or above (i.e., steam tables or ovens, etc.)?

Is a **food thermometer** available on-site to check food temperatures?

**FOODS TO BE SERVED:**

Please list each food or beverage	Source	Preparation: thaw, cook, assemble, reheat, etc.	Served hot or cold?	Other comments

(Use additional sheets if necessary. Late additions to the menu must be approved by Health Department)



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**“Temporary Food Establishment”** means a Food Establishment:

- a. Single Event: Operating at a fixed location, with a fixed menu for a single event (such as a fundraiser dinner) or in conjunction with a celebration (such as a fair or festival), not to exceed more than twenty-one consecutive days; OR
- b. Multiple Event: Operating not more than three days a week at a fixed location, with a fixed menu, in conjunction with an approved, recurring, organized event, such as a farmers market.

- ADVANCE preparation of food MUST be done in a commercial kitchen.
- A PIC (Person in Charge) with a valid Food Worker Card must be present at all times.
- All food workers must read and follow the attached rules.
- The temporary food establishment must be set-up to operate according to the attached rules.

**Food Worker Cards** can be obtained or renewed at: [www.foodworkercard.wa.gov](http://www.foodworkercard.wa.gov)

**Fees:**

Single Event:

- Menu includes “high risk” foods (most menus are in this category).....\$80
- Menu limited to only “low risk” foods.....\$55

Multiple Event:

(same menu and staffing required at each event)

- Menu includes “high risk” foods (most menus are in this category).....\$160
- Menu limited to only “low risk” foods.....\$105

Late Fee: Permit obtained less than 8 days prior to event..... add \$15

**LOW-RISK FOOD EXAMPLES**

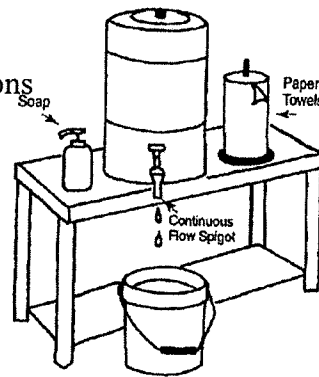
To obtain a Low-risk permit, the menu must consist entirely of low-risk foods. This list does not constitute all possible foods in the low-risk category, and San Juan County Health & Community Services reserves the right to review and decide upon any request to categorize a food item as **Low** or **High Risk**.

- ✦ Canned Whipped Cream
- ✦ Chili or soup, if commercially canned
- ✦ Chocolate dipped fruit (excluding bananas)
- ✦ Nachos containing only chips and canned or commercially shredded cheese
- ✦ Dips made with non-potentially hazardous ingredients
- ✦ Dispensed soft drinks and juices
- ✦ Dry snacks and pretzels
- ✦ French fries/Onion Rings
- ✦ Hand dipped ice cream and other frozen items
- ✦ Hot dogs/corn dogs/beef jerky/dried meats that are USDA or WSDA inspected
- ✦ Pasteurized dairy products (e.g. lattes, milkshakes, soft serve ice cream)
- ✦ Non-potentially hazardous baked goods including pies with fruit or berry fillings
- ✦ Pizza with non-potentially hazardous toppings (e.g. pepperoni, cheese)
- ✦ Sno-cones

## Checklist: Required Items to Take to Temporary Food Service Events

### For Washing Hands:

- Insulated Cooler with Spigot, filled with warm water, 5 gallons
- Waste water bucket
- Hand Soap
- Paper Towels
- Trash Can
- Dispose waste liquids into a sanitary sewer—  
not into a storm sewer, and not poured on the ground



### For Preventing Bare Hand Contact with Foods:

- Disposable gloves—bring the correct sizes to fit the food workers
- Extra Clean Utensils—bring more than one of each type of utensil; replace any utensil that becomes soiled or has been in use for four hours

### For Storing In-Use Serving Utensils:

- Clean container of ice water (bring additional ice to refill the container as the ice melts)
- Separate container for storing dirty dishes and utensils

### For Sanitizing Food Contact Surfaces:

- Sanitizer Bucket
- Clean Sanitizer Cloth(s) (do not use sponges)
- Bleach and Cool Water (make a solution of 1 teaspoon bleach per 1 gallon cool water)

### Additional Equipment:

- Dish washing supplies are required to wash equipment and utensils or if the event operates 2 or more consecutive days—three plastic dishpans (to wash, rinse, and sanitize), a clean drain board for air-drying dishes, dish soap, bleach
- Use only single-use plates or bowls with plastic silverware for customers, unless otherwise approved
- Condiments: individual packages; dispenser bottles; or containers that protect from contamination
- Insulated containers and ice packs for keeping cold food cold during storage
- Preheated, mechanical equipment for keeping hot foods hot
- Separation barriers—cover foods to prevent contamination; keep people away from hot equipment
- Food thermometer (quick-read type, calibrated to read accurate temperature)
- Leak-proof trash cans and garbage bags

### Selected Safe Food Temperatures (updated 5/1/13)

	<b>Fahrenheit</b>
Hold cold foods .....	41° or cooler
Hold hot foods .....	135° or hotter
Reheat food produced in a food processing plant (example: hotdogs).....	135°
Cook unpasteurized eggs (cook immediately, use thermometer).....	155°
Cook raw seafood .....	145°
Cook raw ground meat or seafood.....	155°
Cook raw poultry .....	165°

**Failure to follow these rules can result in closure of the booth.**