



# Toe River Health District

## Temporary Food Establishment Vendor Application

Each food vendor must make application with Toe River Health District (TRHD) at least fifteen (15) calendar days prior to the event. An application includes a Temporary Food Establishment (TFE) Vendor Application(s) and a \$75.00 fee for each proposed TFE permit. **Both the TFE Application(s) and required fee(s) must be received by Avery, Mitchell, or Yancey County Health Department at least fifteen (15) calendar days prior to the event, or the application shall be denied.** This application process is required by North Carolina Rules Governing the Food Protection and Sanitation of Food Establishments 15A NCAC 18A .2600 and therefore any application and/or fee received after the deadline shall be denied.

Date Submitted: \_\_\_\_\_

1. Event: \_\_\_\_\_

2. Location: (Street #) \_\_\_\_\_ (City) \_\_\_\_\_ (Zip) \_\_\_\_\_

3. Event Date(s): \_\_\_\_\_ to \_\_\_\_\_ Hours: \_\_\_\_\_ to \_\_\_\_\_

Rain Date(s): \_\_\_\_\_

4. Event Coordinator: \_\_\_\_\_ Telephone: \_\_\_\_\_

5. Booth/Business Name: \_\_\_\_\_

6. Owner/Operator Name: \_\_\_\_\_

7. Owner/Operator Address and Contact Information:

(Street #) \_\_\_\_\_ (City) \_\_\_\_\_ (Zip) \_\_\_\_\_

Telephone: \_\_\_\_\_ Other: \_\_\_\_\_ Email: \_\_\_\_\_

8. Name/Location of event worked immediately prior to this event:

9. Do you have an employee health policy **as required** by NC Food Code Manual 2-201? (choose one)

No, review [http://www.wakegov.com/food/healthinspections/resources/Pages/employee\\_health.aspx](http://www.wakegov.com/food/healthinspections/resources/Pages/employee_health.aspx) Form 1-B satisfies North Carolina requirements. *This policy is required.* Keep these records on file to show TRHD

Yes, keep records on file to show TRHD

10. Setup: (check all that apply)

Tent **with 3 sided protection** (\_\_\_\_) x (\_\_\_\_) **with front sneeze guards and fans**

Tent (\_\_\_\_) x (\_\_\_\_) **with fans and effective sneeze guards on front, sides, and back**

Trailer/Self Contained Unit (\_\_\_\_) x (\_\_\_\_)

Building/Indoor Event

11. Will any food or drink be prepared at a food service establishment (FSE) prior to the event? (choose one)

No

Yes, **if yes, All food must be prepared in an approved food service establishment (FSE), not a home kitchen. Include a letter from the FSE owner/operator listing what they will prepare for you, contact information, and copy of last inspection by the local health authority. If this FSE is out of state please call TRHD before completing this application.**

12. Check the box that describes your equipment: (check all that apply)

Cold Holding (including transportation)

Refrigerated Truck  Coolers (with drainage port) with ice

Household Refrigerator(s)  Household Freezer(s)

Commercial Refrigerators(s)  Commercial Freezer(s)  Other: \_\_\_\_\_

Hot Holding (including transportation)

Steam Table  Grill  Electric hot cabinet  Chaffers Other: \_\_\_\_\_

13. Source of Ice: (check all that apply)

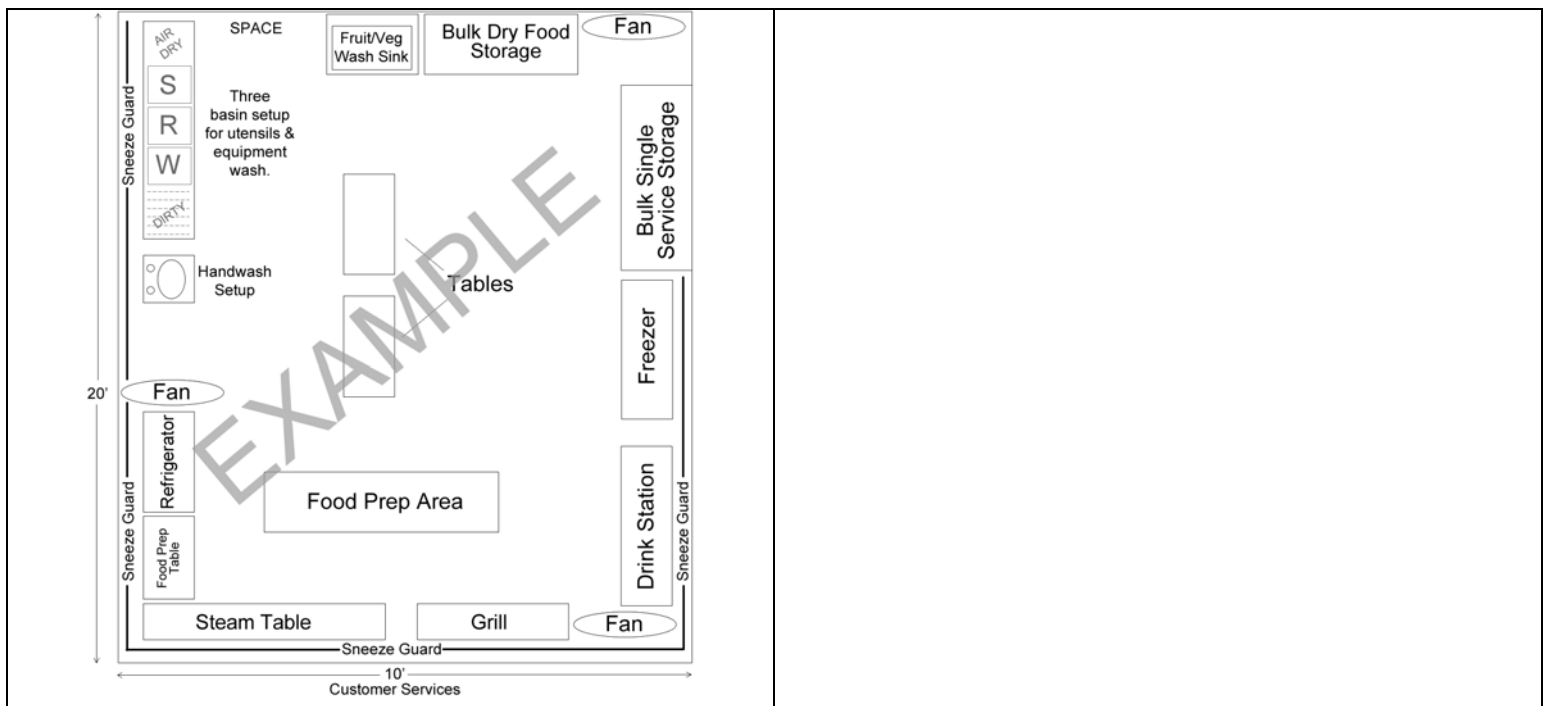
Commercial bagged ice (**receipts must be available for review during the event**)

Obtained from approved food service establishment (**include in letter from question 11**)

14. Will any animal food such as beef, eggs, fish, shellfish, poultry, pork, milk, lamb be offered raw or undercooked? (choose one)  
 No  Yes, **if yes\*, what food(s)?** \_\_\_\_\_  
*\*Consumer Advisory must be posted per NC Food Code Manual 3-603.11*
15. Will fresh vegetables or fruit be used (i.e. onions, potatoes, corn, lemons, lettuce, tomato, etc.)? (Choose one)  
 No  Yes, **if yes, a food preparation sink is required for washing fruits/vegetables. The sink must have water under pressure and waste water holding capability. The 3 basin utensil washing set up cannot be used for this purpose.**
16. Employee Handwashing set up: (choose one)  
 Plumbed handsink with unassisted free flowing faucet (i.e. stop cock, turn spout) and warm water, soap, paper towels  
 Minimum 2 gallon container with unassisted free flowing faucet (ie. stop cock, turn spout) with warm water, soap, paper towels, and waste container with tight fitting lid
17. Utensil Washing set up: (choose one)\*\* **Basins must be large enough to submerge your largest utensil (ie. mixing bowl, pans)**  
 3 basins **and** air drying space (drain board/counter top space)  
 Plumbed 3 basin sink **and** air drying space (drain board/counter space)
18. Potable (Drinking) Water Source: (check all that apply)  
 Provided by event (on-site municipal)  
 Sealed bottled water  
 Obtained from an approved food service establishment (**include in letter from Question 11**)  
 Other: \_\_\_\_\_
19. Lighting in Food Service/Storage Areas: (check all that apply)  
 Shielded bulbs  
 Shatterproof bulbs
20. Wastewater Disposal for Handwash/Utensil Wash: (choose one)  
 Provided by event (grey water holding tank or direct connection to sewer)  
 Approved food service establishment can wash (**include in letter from Question 11**)  
 Emptied at recreational vehicle (RV) waste site (**copy of receipt must be submitted within 5 days of end of event to TRHD**)
21. Toilet Facilities:  Public Building  Porta-Johns
22. Garbage Disposal:  Provided by event  Other \_\_\_\_\_

**BOOTH DIAGRAM WITH EQUIPMENT LAYOUT**

Draw or attach a diagram showing your food booth set up. Indicate tent dimensions (if applicable), front service area, sneeze guards, handwashing station, utensil washing set up and air dry space, produce washing set up (if applicable), cooking equipment, refrigeration, hot holding and cold holding equipment, preparation areas, fan placement (if applicable), etc.



**MENU CHART (List all food, drinks, and condiments)**

It is *strongly recommended* that prewashed produce be purchased and used in a TFE. A *produce sink with water under pressure and wastewater holding will be required if produce is not purchased prewashed*. Produce includes fruits and vegetables such as lemons, potatoes, lettuce, tomatoes, etc. Produce such as onions in the skin and corn in the husk are also required to be washed.

**Menu Example**

Menu Item (Food)	Food Supplier/ Food Source	Thaw How? Where?	Cut/Wash Assemble Where?	Cook How? Where? Final Cook Temperature?	Cold/Hot Holding Equipment?	What will be done with the leftovers at the end of each day> <i>Potentially hazardous food (PHF) that has been heated shall not be sold or held for use on subsequent days**</i>
Chicken Breasts with brown gravy	Frozen boneless chix breasts from Sam’s kept in original container	No thawing; Stored in chest cooler with bagged ice designated for chix only	Marinated in soy sauce	Cook 5 lbs at a time on flat top grill to 165 degrees.	Transfer to preheated steam table	Chix will be batch cooked as needed. Leftovers will be discarded at the end of the day.
Brown	Dry packet gravy from local supermarket	Not applicable	Single eye burner	Add bottled water and heat to boiling	Transfer to preheated steam table.	Brown gravy will be batch cooked as needed. Leftovers will be discarded at the end of each day.

**Your Menu**

Menu Item (Food)	Food Supplier/ Food Source	Thaw How? Where?	Cut/Wash Assemble Where?	Cook How? Where? Final Cook Temperature?	Cold/Hot Holding Equipment?	What will be done with the leftovers at the end of each day> <i>Potentially hazardous food (PHF) that has been heated shall not be sold or held for use on subsequent days**</i>

**ATTACH ADDITIONAL MENU SHEETS IF NECESSARY**

**\*\*Approval may be granted to allow for cooling and reheating of PHF if written procedures are submitted with this application and approved. Written procedures must detail:**

- how the food(s) will be cooled (quantity of food, , time parameters cooling methods, equipment used)
- how the food(s) will be stored (ie. refrigerated truck, walk-in)
- how the food(s) will be reheated (method, time parameters, equipment used)

**VENDOR ACKNOWLEDGEMENT AND SIGNATURE SECTION**

**Statement: I hereby certify that the above information is complete and accurate. I fully understand that:**

- Any deviation from the above without prior written permission from TRHD may nullify final approval and prevent issuance of a temporary food establishment permit.
- A pre-opening inspection (with electricity and equipment in place) of my temporary food establishment will be required before a permit will be issued.
- Food/drink that is prepared before permitting (without prior approval from TRHD) may result in disposal or embargo of the drink.
- Failure to maintain approved temperatures for potentially hazardous foods may result in disposal or embargo of the food.
- Menu items are subject to approval and may be restricted.
- Approval of this application does not indicate compliance with any other code, law or regulation that may be required. (ie: Fire Marshall, federal, state, and local authorities).
- Incomplete applications will be denied and returned.
- Both the TFE Application(s) and required fee(s) *must be received by TRHD at least fifteen (15) calendar days prior to the event*, or the application shall be denied.

Owner/Manager/Designee \_\_\_\_\_ Date \_\_\_\_\_

***EQUIPMENT LAYOUT AND SIGNATURE MUST BE COMPLETED AFTER APPLICATION IS PRINTED***

Application(s) and fee(s) can be mailed to the Health Department of the county in which the event is being held. They also may be hand delivered to the local Health Department during our regular business hours, which are 8:00 AM to 4:30 PM Monday through Friday, excluding state holidays.

<p><b>Avery County</b>, including Banner Elk, Beech Mountain, Crossnore, Elk Park, Gragg, Grandfather, Linville, Minneapolis, Newland, Pineola, Seven Devils, and Sugar Mountain</p>	<p><b>Mitchell County</b>, including Bakersville, Bradshaw, Cane Creek, Fork Mountain-Little Rock Creek, Grassy Creek, Harrell, Poplar, Red Hill, Snow Creek, and Spruce Pine.</p>	<p><b>Yancey County</b>, including Brush Creek, Burnsville, Cane River, Crabtree, Egypt, Green Mountain, Jacks Creek, Pensacola, Price's Creek, Ramseytown, and South Toe.</p>
<p><b>Avery County Health Department</b> 545 Schultz Circle Newland, NC 28657 (828)733-6031</p>	<p><b>Mitchell County Health Department</b> 130 Forest Svc Dr, Suite A Bakersville, NC 28705 (828)688-2371</p>	<p><b>Yancey County Health Department</b> 202 Medical Campus Dr. Burnsville, NC 28714 (828)682-3003</p>

**Regardless of method of delivery, both the TFE Application(s) and required fee(s) *must be received by the Health Department at least fifteen (15) calendar days prior to the event, or the application(s) shall be denied!***

A copy of the North Carolina Rules Governing the Protection and Sanitation of Food Establishments 15A NCAC 18A .2600 and the North Carolina Food Code Manual can be obtained at

[http://www.wakegov.com/food/healthinspections/resources/Pages/new\\_food\\_rules.aspx](http://www.wakegov.com/food/healthinspections/resources/Pages/new_food_rules.aspx)