

# TEMPORARY

## Food Service Permit Application – 2016

Lake County Health Department

**APPLICATIONS MUST BE RECEIVED A MINIMUM OF 10 DAYS PRIOR TO THE EVENT**

Food Service Name: \_\_\_\_\_

Business Owner: \_\_\_\_\_ Phone No.: \_\_\_\_\_

Mailing (Street): \_\_\_\_\_

Mailing (City / Town): \_\_\_\_\_ (State): \_\_\_\_\_ (Zip): \_\_\_\_\_

Tax Exempt No.: \_\_\_\_\_

LIST THE EVENTS FOR WHICH YOU ARE REQUESTING A PERMIT(S)  
**(PERMIT FEE IS \$10.00 A DAY UP TO \$30.00 PER EVENT PER STAND)**

**Please Note: Out of State/County vendors must provide last inspection from commissary/kitchen where food is prepared and stored and complete contact information**

Name of Event

Location

Event Date/Time

1. \_\_\_\_\_

**LIST ONLY ONE EVENT PER APPLICATION\***

LIST KINDS OF FOODS THAT WILL BE PREPARED AND SERVED

1. \_\_\_\_\_ 5. \_\_\_\_\_ 8. \_\_\_\_\_

2. \_\_\_\_\_ 6. \_\_\_\_\_ 9. \_\_\_\_\_

3. \_\_\_\_\_ 7. \_\_\_\_\_ 10. \_\_\_\_\_

Is food prepared on-site? (Yes/No) If no, name of commissary & address: \_\_\_\_\_

**ON THE REVERSE SIDE OF THIS FORM DRAW THE EQUIPMENT LAY-OUT PLAN FOR THIS TEMPORARY STAND**

Applicant's Signature: \_\_\_\_\_

PRINT Applicant's Name: \_\_\_\_\_

**PERMIT MUST BE POSTED VISIBLY IN THE STAND**

(Do not write in this space)

**(FOR HEALTH DEPARTMENT USE ONLY)**

Fee Due: \_\_\_\_\_ Fee Paid: \_\_\_\_\_ Date Paid: \_\_\_\_\_ Permit No.: \_\_\_\_\_

Mail fee and completed application to: LAKE COUNTY HEALTH DEPARTMENT  
2900 W. 93<sup>RD</sup> AVENUE  
CROWN POINT, IN 46307

REVIEWED BY (SANITARIAN): \_\_\_\_\_

**NOTE: CASH/BUSINESS CHECK/MONEY ORDER ONLY (NO PERSONAL CHECKS)**



# Lake County Health Department

## SEASONAL FOOD SERVICE PERMIT APPLICATION – 2016

**Permit No:** \_\_\_\_\_ **Duration of Permit:** \_\_\_\_\_  
(Do not write in this space) \*Please note: Seasonal good for this location!\*

Establishment Name: \_\_\_\_\_

Establishment Address: \_\_\_\_\_

Establishment City / Town: \_\_\_\_\_

Establishment Zip Code: \_\_\_\_\_

Establishment Phone No: \_\_\_\_\_ **Number of Employees:** \_\_\_\_\_

### **Mailing Address:**

Owner's Name or Business Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City / Town: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Fee Due: \_\_\_\_\_  
(Do not write in this space)

No personal checks/Money Order or Business check only!

Fee Paid: \_\_\_\_\_  
(Do not write in this space)

Date Paid: \_\_\_\_\_  
(Do not write in this space)

**Food Sanitation Class Attendee:** \_\_\_\_\_

Sanitarian: \_\_\_\_\_  
(Do not write in this space)

Type of Business: \_\_\_\_\_  
(Do not write in this space)

Food Prepared at: \_\_\_\_\_ (Must fill in)  
(Out of county vendors must submit copy of last food inspection where food is prepared and stored)

**Applicant's Signature:** \_\_\_\_\_

**Applicant's Name** (please print): \_\_\_\_\_

Mail this completed application with remittance to: LAKE COUNTY HEALTH DEPARTMENT  
2900 W. 93<sup>RD</sup> Avenue  
Crown Point, IN 46307



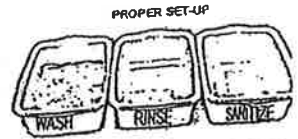


# CHECKLIST: TEMPORARY EVENT FOOD OPERATION

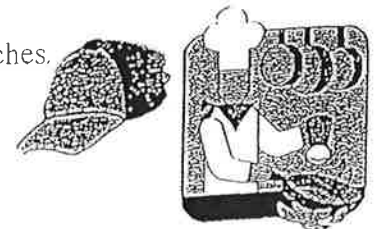
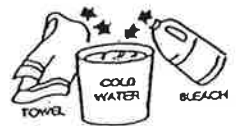
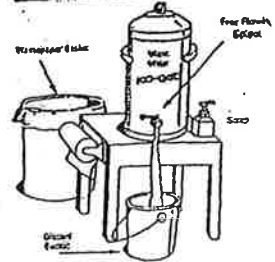
Out of State/County vendors need to provide an inspection from commissary or kitchen where food is prepared and stored and complete contact information.

- **SERV SAFE CERTIFICATION CERTIFICATE**
- Handwashing stations must be set up in the stand or no more than ten feet from the stand and accessible at all times. Soap and paper towels are provided at station and set up before operation begins. Hand water temperature shall be at least one hundred (100) degrees Farenheit (410 IAC 7-24-342(a).
- Employees must wash hands at frequent intervals. Gloves and hand sanitizer are not a substitute for handwashing
- Eating, drinking, smoking or chewing gum are not permitted in the stand.
- No home-prepared foods can be used or offered to the public.
- All potentially hazardous foods must be maintained above 135 F or below 41 F at all times. A probe thermometer is required for temperature monitoring.
- A separate container shall be set up with an approved sanitizer, and used for storing and rinsing wiping cloths. Wiping cloths are to be used for sanitizing all food contact surfaces.
- Sanitizer set up: 2 tsp. Chlorine bleach to 1 gallon of water equal to 100 ppm or Quat sanitizer as per manufacturer's instruction equal to 200 ppm. Chemical test strips are required to monitor concentration.
- Only limited food preparation shall be conducted in a licensed establishment.
- No bare hand contact with exposed ready to eat foods. Use deli paper, tongs, spoons spatulas or gloves.
- Foods transported from licensed establishment to event site shall be maintained as hot foods above 135 F or cold foods below 41 F. Foods shall be protected from contamination during transportation.
- Frozen foods must be thawed before the event or stored at 41 F or below in an insulated cooler, then cooked.
- An overhead covering shall be provided over all food preparation, cooking, serving areas. Any open flame grills or fryers must be placed outside of the overhead covering in accordance with Uniform Fire code.
- Food products shall be shielded or covered to protect from consumer contamination.
- Flooring shall be concrete or asphalt. Stands on grass, gravel or dirt shall be covered with mats, removable platforms, duckboards or other suitable materials.
- Ice used to chill food and packaged drinks shall not be used as ice for consumption.
- All employees handling food shall wear a hat, hairnet, visor or scarf.
- Vendors must have access to potable water from an approved source at all times.
- Food grade hoses must be used for "potable" water (drinking, cooking, hand washing).
- No grease, waste water or food debris may be dumped in storm sewers or ditches. Properly dispose of water according to law.

## DISHWASHING



## HANDWASHING



## SANITATION OF TEMPORARY FOOD STANDS

**Stands** – must be thoroughly cleaned before opening and kept clean at all times.

**Handwashing** – must be done before handling any food or paper goods, especially after each visit to the toilet. Stands are to provide hand washing lavatories or pans, water, soap and paper towels.

**Paper Goods** – such as single service paper cups, plastic spoons and napkins must not be stored directly on the floor. Paper cups to be dispensed must be stored in an inverted position on wax paper or clean napkins in an approved dispenser. If straws are provided, they must be individually wrapped.

**Wieners** – must be stored in the original cartons under refrigeration until placed in steamer. Steamed wieners left over must be destroyed at the end of each day.

**Steamed Wieners & Buns** – must be dispensed in a sanitary manner. When preparing sandwiches, the buns should be picked up from the original box with a napkin and the wiener placed in it with a fork or tongs.

**Buns** – must be kept in original box or container and stored in a clean, dry place. They must not be in direct contact with the floor.

**Steamers** – must be clean before using. Only safe drinking water is to be used in the steamer and water left in the steamer at the end of the day's business should be dipped out and steamer cleaned.

**Absolutely NO** – cream pies, bavarians, custards, potato salad or other mayonnaise type food will be allowed.

**Waste Water** – must be disposed of in a sewer and not on the ground.

**Ice** – used in beverages and snow cones must be packaged and handled in an approved manner.

**Garbage Storage** – must be in containers with tight-fitting lids.

### TRAILERS MUST HAVE "STABLE & EASY ACCESS!"

- ◆ Cakes, cookies, breads, etc. must be individually wrapped or covered when not serving & labeled showing ingredients and contact information
- ◆ Fly control methods must be used
- ◆ Hot food must be kept hot in roaster, fry pans, etc.
- ◆ Sugar and cream must be in individual serving containers
- ◆ Catsup, mustard and other condiments must be stored in plastic squeeze containers
- ◆ Perishable foods must be refrigerated, or kept in ice coolers
- ◆ Relish, onion, etc. must be individually wrapped or covered when not serving
- ◆ Keep a small bucket of clean water, bleach and soap with towels for clean up of spills hands & equipment
- ◆ Use only commercial ice in drinks

### POINTS TO REMEMBER

- No Smoking in the booth
- No bare hand contact with ready-to-eat foods
- Keep hot foods hot >135 deg. F
- Keep cold foods cold <41 deg. F
- Single-service articles (forks, plates, etc.) shall be stored tines down, face down
- Thaw food in refrigerator
- Wash hands thoroughly and often – always after handling money, then food
- Keep wet wiping cloths in sanitizing solution
- Do not serve raw or undercooked meats
- Gloves are to be used for one task – discard when damaged or soiled
- Cook poultry to 165 deg. F
- Cook ground meats, sausages to 160 deg. F