

# Application for a License to Conduct a Temporary: (check only one)

## Instructions:

- Food Service Operation  
 Retail Food Establishment

1. Complete the applicable section. (Make any corrections if necessary.)
2. Sign and date the application.
3. Make a check or money order payable to:

Return check and signed application to: **Preble County Public Health**  
**615 Hillcrest Dr.**  
**Eaton, OH 45320**  
**Attn: Food Program**

**\$30 per day**

Before license application can be processed the application must be completed and the indicated fee submitted. Failure to complete this application and remit the proper fee will result in not issuing a license. This action is governed by Chapter 3717 of the Ohio Revised Code.

Name of temporary food facility		
Location of event		
Address of event		
City	State	ZIP
Start date	End date	Operation time(s)
Name of license holder		Phone number
Address of license holder		
City	State	ZIP
List all foods being served/sold		
<i>I hereby certify that I am the license holder, or the authorized representative, of the temporary food service operation or temporary retail food establishment indicated above:</i>		
Signature		Date

### Licensors to complete below

Valid date(s)	License fee:
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Application approved for license as required by Chapter 3717 of the Ohio Revised Code.

By	Date
Audit no.	License no.



# PREBLE COUNTY GENERAL HEALTH DISTRICT

615 Hillcrest Drive • Eaton, OH 45320

Phone (937) 472-0087 • Fax (937) 456-6382

www.preblecountyhealth.org

**Public Health**  
Prevent. Promote. Protect.  
**Preble County**

Name of Organizer: \_\_\_\_\_

Organizer's phone number: \_\_\_\_\_

Organizer's email: \_\_\_\_\_

Time of set up: \_\_\_\_\_

The following are the only foods that will be prepared and/or served at the above temporary food service operation, along with their sources (where purchased/obtained)\*:

*(Example: Food: shredded chicken - Source: grocery store, canned)*

Food 1: \_\_\_\_\_ Source: \_\_\_\_\_

Food 2: \_\_\_\_\_ Source: \_\_\_\_\_

Food 3: \_\_\_\_\_ Source: \_\_\_\_\_

Food 4: \_\_\_\_\_ Source: \_\_\_\_\_

Food 5: \_\_\_\_\_ Source: \_\_\_\_\_

Food 6: \_\_\_\_\_ Source: \_\_\_\_\_

Food 7: \_\_\_\_\_ Source: \_\_\_\_\_

Food 8: \_\_\_\_\_ Source: \_\_\_\_\_

Food 9: \_\_\_\_\_ Source: \_\_\_\_\_

Food 10: \_\_\_\_\_ Source: \_\_\_\_\_

Beverages: \_\_\_\_\_

\*Please list additional foods and their sources on the back of this page.

**\*\* Food shall be obtained from approved source. No food preparation shall occur at an unapproved facility, (eg. Your home)** Absolutely NO food can be prepared at home except the following: non-perishable baked goods (cakes, cookies, breads), jam, jelly, fruit butter, or candy.

Please list below what equipment will be used for cooking and to keep potentially hazardous food at or above 135°F, or at below 41°F (including during transport, if applicable):

Hot Hold/Cooking Equipment:

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Cold Hold Equipment:

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Please state from where you will obtain potable water: \_\_\_\_\_

How will hands be washed?

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Will the operation take place indoors or outdoors? \_\_\_\_\_ If outdoors, what will be used as overhead protection from the elements?

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Please list below any other equipment or support facilities that will be used at the temporary food operation:

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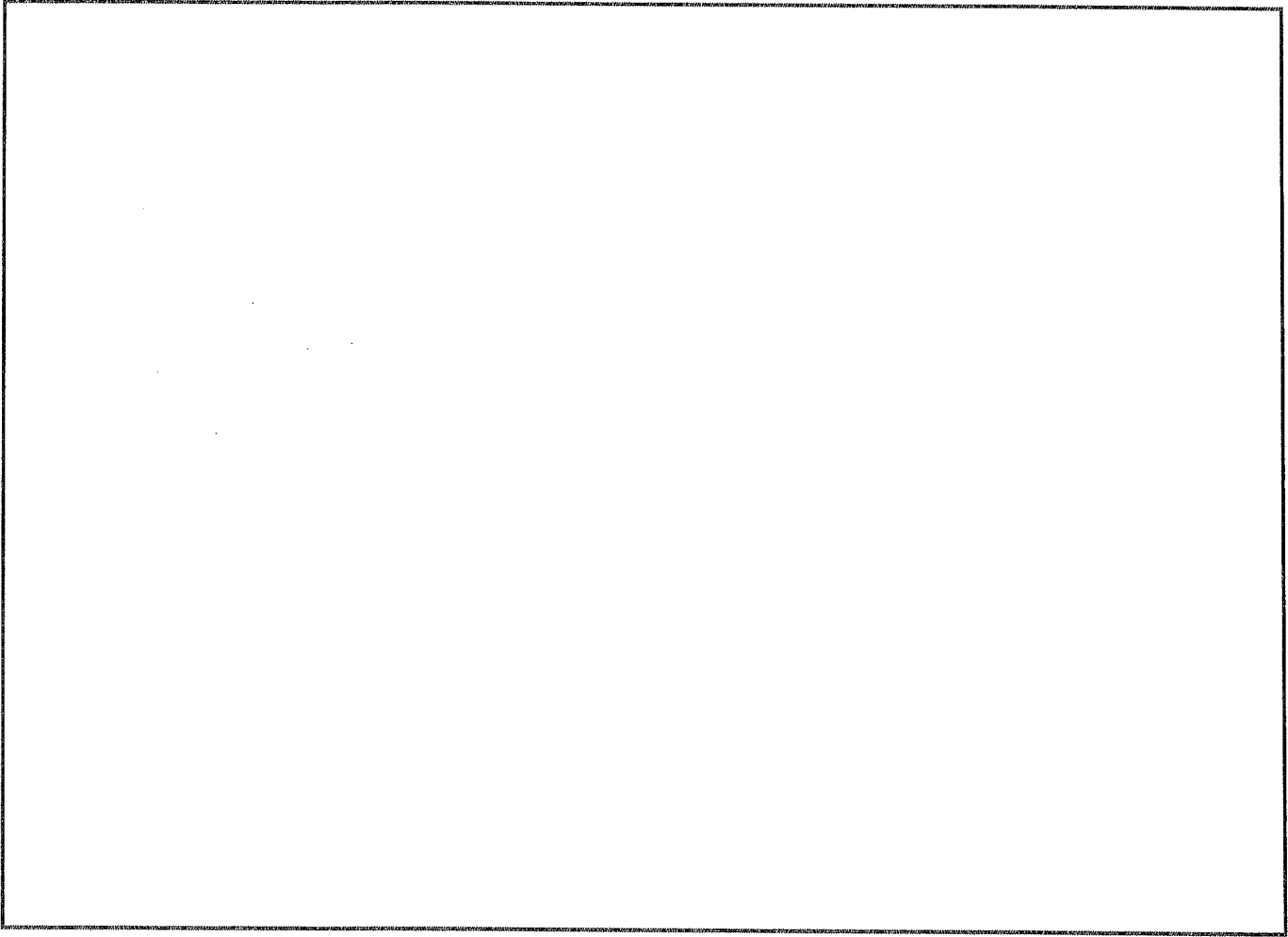
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**Please be sure to read the "Temporary Food Operations Sanitation Guidelines and Checklist" for additional requirements and information regarding your operation. Food safety is everyone's responsibility!!**

**Below, please supply a drawing of the food operation layout. It is possible that your temporary will not be permitted to operate if these items are not set up onsite during inspection. At a minimum, be sure to include:**

- |                                       |  |
|---------------------------------------|--|
| <b>1. Hand washing station</b>        | <b>5. Hot &amp; cold holding equipment</b> |
| <b>2. Ware washing station</b>        | <b>6. Waste containers</b>                 |
| <b>3. Food preparation areas</b>      | <b>7. Fruit/vegetable rinse station</b>    |
| <b>4. Cooking/reheating equipment</b> | <b>(if applicable)</b>                     |
|                                       | <b>8. Customer service area</b>            |

**FOOD BOOTH FLOOR PLAN:**



\*\*I hereby certify that I am the operator or authorized representative of the above described temporary food service operation, and all information given above regarding the food service operation is true to the best of my knowledge. I also certify that I have read, understand, and agree to abide by all requirements and guidelines in the accompanying "Temporary Food Service Operation Requirements and Checklist", and will ensure that all other persons-in-charge of the herein-stated food service operation read, understand, and agree to abide by the same.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed name \_\_\_\_\_ Phone \_\_\_\_\_

## Temporary Food Service Checklist

- Completed application and payment for temporary license.

### Handwashing, Cleaning and Sanitizing

- Handwashing supplies present (container with spigot, warm water, soap, paper towels, and catch basin).
- Supplies for 3 compartment sinks (wash, rinse, sanitize and testing strips).
- Wash, rinse and sanitize food contact surfaces every 4 hours after use.
- Sanitizer levels sufficient (Bleach >50ppm, Quat >200ppm, appropriate test strips provided).

### Food and Temperatures

- Hot food holding at or above 135°F.
- Cold food holding at or below 41°F (Adequate ice supply for coolers).
- Provide probing food thermometer that is calibrated. (Range of 0-220°F).
- No reusing and/or reheating of leftover food.
- Ensure proper temperature control only (**TIME IN LIEU OF TEMPERATURE IS NOT ALLOWED**).
- Ensure you have access to plenty of ice if using for temperature control.
- Food and single service items protected from customer contamination (use sneeze guards, lids, overwrap etc. where needed).
- Food is from an approved source. (No preparing food at home).
- All food and food contact items stored off ground.

### Contamination Prevention

- Bare hand contact barriers provided (use gloves, utensils, deli paper, etc.).
- Hair restraints provided (hairnet, ballcap, ponytail, etc.).
- Good hygiene (no smoking, no eating, washing hands after handling money, etc.).
- No one is working while sick or with open cuts on hands unless covered or gloved.

### Water and Waste

- Food grade hoses to connect to water supply.
- Have a plan for waste water disposal.



## Safe Minimum Internal Cooking Temperatures



**Steaks,  
Roasts**  
145 °F



**Fish**  
145 °F



**Pork**  
145 °F



**Eggs**  
145 °F



**Ground  
Beef**  
155 °F

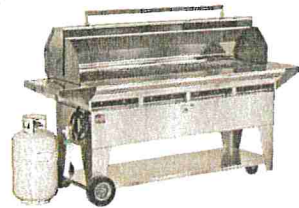


**Chicken  
Breasts**  
165 °F



**Whole  
Poultry**  
165 °F

## Sample Drawing



As per Fire Department, grill may be outside of tent/covering.



Single-Use  
Gloves



Hot Food 135° F



Food  
Thermometer

Refrigerator/  
Food Cooler with Ice  
41° F



Hand Washing Station



**FOOD  
PREP  
AREA**

3-Sink Dishwashing Station

Pre-scrape 1 2 3 Air Dry



Soap



Bleach

Food Orders, Money Collection  
& Customer Service



Trash



Trash

Tent or Building Covering the Entire Area