



Special Event License Application

Applicant Information

Food Stand Name:

Name:

Address:

Phone:

City:

State:

Zip:

Email:

Alt Phone:

Person In Charge at Event:

Phone:

Event

Name of Event:

Date & Time Stand Open:

Stand Location:

Date(s)

Time(s)

Location of Event:

Address of Event:

City, State, Zip:

Event Coordinator:

Phone:

if applicable

License Category & Fee Schedule

Special event food stand means a food and beverage service establishment which is used in conjunction with celebrations and special events, and which operates no more than three times annually for no more than ten total days.

_____	Food Establishment	Day One of Event	\$74.00	\$ _____
_____	Food Establishment	# of Additional Days _____	\$25.00 Per Additional Day	\$ _____
_____	Non-Profit Establishment	Must Present Proof of Non-Profit Status	\$44.00 Per Event	\$ _____
_____	Beverage Only	No On-Site Preparation (Such as Blending or Cutting)	\$44.00 Per Event	\$ _____
_____	Penalty Fee for Late Application	Less Than 14 Days But More than 2 Days Before the Event	\$10.00 -OR-	\$ _____
_____	Penalty Fee for Late Application	Two Calendar Days or Less Before Event	\$30.00	\$ _____

Total Fees \$ _____

*Washington County Accepts Cash, Checks and Credit Cards (Visa, MasterCard & Discover)
 To Pay by Credit Card, please contact 651-430-6655.*

 Applicant Signature

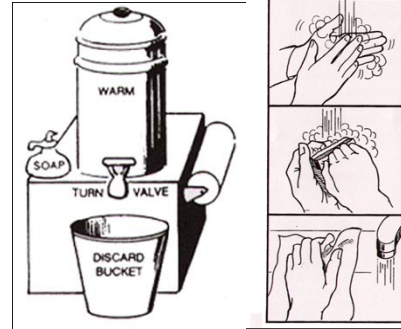
 Date

Handwashing

Handwashing facilities are required. Chose one of the following methods:

_____ Gravity device supplied with running water and a faucet, soap, paper towels and a nail brush.

_____ Sink available IN STAND with running water, soap, paper towels and a nail brush.



How will you minimize direct hand contact with ready-to-eat foods?

Water Supply & Waste Water

Water supply may not come from a residential well. It must be obtained from an approved public water supply system. Water can NOT be supplied through a garden hose. Water must be supplied with a food-grade hose that is approve for drinking purposes. The hose must be flushed and sanitized before use. The water inlet must be protected from contamination and designed so a non-potable service connection cannot be made. Waste water shall be discharged into a sanitary sewer system or approved septic system. Disposal by throwing or dumping the waste water on the ground or storm sewer is NOT permitted.

What is the source of water supply for the event?

What is the method of disposal for waste water at the event?

Food/Beverages Served

List all items on menu. Identify source, for example, name of grocery store. Home prepared foods are NOT permitted. Attach additional sheet if more space is necessary. Attach menu if available.

	Source:
	Source:
	Source:
	Source:
	Source:
	Source:
	Source:

Food preparation, such as washing or cutting of produce, is NOT permitted on-site and must be done in a licensed or approved facility such as a restaurant, school or church.

When and where will food be prepared?

How will food be transported?

Food & Beverages Served Continued

COLD HOLDING EQUIPMENT: (List and Describe) Potentially hazardous food must be held and delivered at 41°F or less. Mechanical refrigeration is required for events longer than 4 hours. Dry ice/blue ice may be used for events shorter than 4 hours.

COOKING EQUIPMENT: (List and Describe) Potentially hazardous foods must be cooked to a minimum internal temperature of: Fish 145°F, Beef/Pork 155°F or Poultry 165°F. A thermometer must be available to verify temperatures.

HOT HOLDING EQUIPMENT: (List and Describe) Hot, potentially hazardous foods must be cooked to proper temperature and held at 140°F or above. Crock pots are prohibited for cooking and/or hot holding. A thermometer must be available to verify temperatures.

Warewashing

Only single service, disposable eating and drinking utensils may be used unless approved permanent dishwashing facilities are available. Provide three basins for utensil washing. The procedure for manual utensil washing is:

WASH
in warm soapy water



RINSE
in clear water



SANITIZE at least one
minute in sanitizing
solution



AIR DRY
towel drying is prohibited



Chose one of the following warewashing methods:

_____ Three (3) Bucket System

_____ Three (3) Compartment Sink located IN-STAND

General Materials

HAIR RESTRAINTS: (List and Describe)

SANITIZER BUCKETS: (List and Describe)

TOILET FACILITIES: (Location)

FLOOR and CEILING: (List and Describe)

Applicant Signature

Based on the information provided herein, I understand that a temporary food license is required for this event. I further understand that my application will be considered only for the food and beverages specified. The **DEPARTMENT** must be advised of any deviations or changes to the menu.

Applicant Signature

Date

Please Do Not Write Below This Line

FOR OFFICE USE ONLY

This application is approved only for the operation as specified above. Additional approval is required for any deviations.

Environmental Health Specialist

Date