



Pamlico County Health Department

TEMPORARY FOOD ESTABLISHMENT APPLICATION

Name of the Event: _____

Date/Time of Event: _____

Location of Event: _____

Name of Food Booth: _____

Operator(s): _____ Phone: _____

Address: _____

Name of Shift Supervisors: _____

1. List **menu of all foods / beverages** that will be served on the back of this paper (include condiments)
2. Where will food be stored and/or prepared prior to the event? _____

3. How will cold food be kept cold? (below 45°F) _____
4. How will hot food be kept hot? (above 135°F) _____

5. Describe hand washing facility inside booth _____

6. How will utensils, cutting boards, etc. be washed / rinsed / sanitized? _____

7. Where will food be purchased for the festival / event? _____
8. Please attach a floor plan of your booth showing location of all equipment. Also enclose the \$75.00 Temporary Food Establishment fee with your application. Checks made payable to Pamlico County Health Department.

Please complete and return to Environmental Health – Food and Lodging Section / Pamlico County Health Department / P.O. Box 306 / 203 North Street / Bayboro, NC 28515 or fax to 252-745-7684.

P. O. Box 306 • 203 North Street • Bayboro, N. C. 28515

Phone 252-745-5634 • Fax 252-745-7684 • email address: tammy.rodriquez@pamlicocounty.org

Operator's Signature _____ Date _____

TEMPORARY FOOD ESTABLISHMENT PERMITS

The former 2-day exemption for food sales provided in NCGS 130A-250 has been rewritten. The State of North Carolina now requires that **ALL** vendors selling food to the public in connection with a fair, festival, carnival, circus, public exhibition or similar gathering, unless permitted already as a pushcart/mobile food unit in accordance with 15A NCAC 18A.2600 Rules Governing the Sanitation of Restaurants & Food Handling Establishments, be permitted as a Temporary Food Establishment. Remaining exemptions of this requirement include political fund-raisers and non-profits organizations.

Vendors selling food at fairs, festivals, and other similar events as mentioned above, for less than 15 consecutive days, must be permitted. Permits are required prior to any sales. To obtain a permit, the following basic requirements must be met:

1. Surroundings shall be clean & sanitary. Food, utensils & equipment shall not be exposed to dust, insects and other contamination. Screens or fans shall be used to effectively repel flies.
2. Food or griddles shall be protected from public contamination by glass or proximity.
3. All equipment & utensils shall be maintained in a clean & sanitary manner.
4. Safe, sanitary running water under pressure shall be provided. Provisions shall be made for heating water for the washing of utensils & equipment. At least a single vat sink and a drain board/counter top shall be provided.
5. Facilities shall be provided for hand washing. These may consist of a pan, soap and single-use towels.
6. Convenient and approved toilet facilities shall be provided for employees. Sewage shall be disposed of in an approved manner.
7. Potentially hazardous foods shall be refrigerated and kept at less than 45°F. All food shall be stored, handled & displayed in a manner to prevent spoilage and contamination.
8. Garbage and refuse shall be disposed of in watertight containers with tight fitting lids and shall be disposed of at least daily. Immediate premises shall remain clean & sanitary.
9. All food shall be clean, wholesome and free from adulteration. Cream filled pastries, salads such as ham, potato, chicken, and crab shall not be served in a temporary food establishment. Hamburgers shall be obtained from an approved source in patty form, separated by paper and ready to cook. Wrapped sandwiches shall be obtained from an approved source. Poultry shall be prepared for cooking in an approved market or plant. Drinks shall be limited to prepackaged, bottled, canned or fountain beverages, packaged milk or coffee.
10. Food prepared by local groups shall be prepared in an approved kitchen, and records shall be maintained by such groups of the type and origin of the foods. These foods shall be maintained, stored and transported in a sanitary manner to protect from contamination.
11. No person who has a communicable disease that can be transmitted by food, or is a carrier of organisms that cause disease, or has a boil, infected wound, or an acute respiratory infection with cough and a nasal discharge, shall work in a temporary food establishment in any capacity where food or food contact surfaces can be contaminated.

COMPLETE COPIES OF THESE RULES CAN BE OBTAINED THROUGH THE HEALTH DEPARTMENTS OR AT www.deh.enr.state.nc.us/ehs/rules.htm

For questions or additional information, please call the Pamlico County Health Department at (252) 745-5634.

PAMLICO COUNTY TEMPORARY FOOD ESTABLISHMENT CHECKLIST

Establishment Name: _____ Date: _____

Person(s) In Charge: _____

	Yes	No	Comments
Sanitizing Solution Available	___	___	_____
Test Strips Available	___	___	_____
Approved Hand washing Facility	___	___	_____
Soap / Paper Towels	___	___	_____
Hot Foods 135°F or Above	___	___	_____
Cold Foods 45°F or Below	___	___	_____
Accurate Thermometers	___	___	_____
Food Properly Stored/Handled	___	___	_____
Employee Hair Restraints	___	___	_____
Equipment Approved	___	___	_____
Approved Garbage Disposal	___	___	_____
Approved Water Supply	___	___	_____
Approved Sewage Disposal	___	___	_____
Vermin Absent From Facility	___	___	_____
Single Vat Sink	___	___	_____

Additional Comments: _____

Inspection Conducted By: _____ ID Number: _____

Report Received By: _____