TEMPORARY FOOD ESTABLISHMENT APPLICATION

§ 130A-247 "Temporary food establishment" means an establishment not otherwise exempted from this part pursuant to G.S. 130A-250 that (i) prepares or serves food, (ii) operates for a period of time not to exceed 30 days in one location, and (iii) is affiliated with and endorsed by a transitory fair, carnival, circus, festival, public exhibition, or agritourism business.

Temporary Food Establishment and Temporary Food Establishment Commissary applications must be submitted no later than **15 calendar days prior to commencing operation**. Late submittals cannot be accepted.

Name of Food Establishment: __________________________________________________________
Owner/Contact: ______________________________________________________________________
Mailing Address: _____________________________________________________________________
  City: __________________ State: ______ Zip Code: ______________
Phone Number: _____________________________________________________________________
Email: ____________________________________________________________________________

Name of Event Organizer: _____________________________________________________________
Mailing Address of Event Organizer: ____________________________________________________
  City: __________________ State: ______ Zip Code: ______________
Phone Number of Event Organizer: _____________________________________________________
Email of Event Organizer: __________________________________________________________________

Event Name: _________________________________________________________________________
Event Location: ______________________________________________________________________
Event Dates of Operation: __________________________________________________________________
Event *Hours of Operation: __________________________________________________________________
*Lighting is required in Temporary Food Establishments during nighttime events

A food booth may be exempt from the requirements if the following exceptions apply:

Establishments that are incorporated as nonprofit corporations in accordance with Chapter 55A of the General Statues or that are exempt from federal income tax under the Internal Revenue Code, as defined in G.S. 105-228.90 or that are political committees as defined in G.S. 163-278.6(14) and that prepare or serve food or drink for pay no more frequently than once a month for a period not to exceed two consecutive days.

If you are representing a church or other nonprofit organization list your affiliation and tax exempt ID number: __________________________________________________________
APPLICATION FEE  * SUBMISSION DEADLINE  * DO’S & DON’TS

- Application fee: $75.00 per Food Establishment. Must be paid at the time of application.
- Temporary Food Establishment and Temporary Food Establishment Commissary applications must be submitted no later than 15 calendar days prior to commencing operation. Late submittals cannot be accepted.
- Applications for substitute vendors may be submitted no fewer than 3 business days prior to the event.
- A Temporary Food Establishment Commissary may commence operation not more than 7 days prior to the event and operate for the length of the event up to a time period not to exceed 21 consecutive days.
- Food sources must comply with NC Food Code 3-201. Foods prepared before the event in another location are PROHIBITED unless documentation is presented verifying compliance with the NC Food Code and the Rules Governing the Food Protection and Sanitation of Food Establishments 15A NCAC 18A .2600.
- Where food sources cannot be verified, you will be required to dispose of the food. Maintain purchase receipts and invoices.
- The Rules Governing the Food Protection and Sanitation of Food Establishments and the Food Code can be found at http://ehs.ncpublichealth.com/rules.htm
- Arrive early to set up your food booth for inspection so that you are completely set up by the appointed inspection time. Late arrivals will not be allowed to operate.
- NO REFUNDS. Refunds will not be given to vendors who miss the appointed inspection time for any reason.

UTILITIES, SERVICES & BOOTH SET UP:

1. Do you have an approved Employee Health Policy as required by the NC Food Code 2-201?
   ____Yes  ____No
   • The Permit Holder shall require food employees and conditional employees to report to the person in charge information about their health and activities as they relate to diseases that are transmissible through food.
   • Food vendors must maintain a list of names, addresses and phone numbers of all workers working in the food booth. The list must be kept for 30 days and will be used in the case of a foodborne outbreak.

2. Please check or describe how your foodservice operation will be physically contained:
   (check all that apply)
   _____ Enclosed trailer
   _____ Under a tent, shelter, canopy with proper physical barriers (fly fans, screens, etc.)
   _____ Permanent structure
   _____ Other, describe ____________________________________________________________________________________________

3. *Water Supply: How will potable water be supplied to your booth?
   *POTABLE WATER IS REQUIRED FOR HANDWASHING AND CLEANING.
   _____ Public water supply by Organizer (food grade water hose required)
   _____ Onsite well (requires sampling)
   _____ Other, explain: ____________________________________________________________________________________________
4. Disposal of Wastewater: (water used to wash hands, produce and utensils)
   ____Grey water bin, barrel, container provided by organizer
   ____Portable toilet at event designated for grey water disposal only
   ____Direct connection to onsite waste water disposal system private or public
   ____Other: ________________________________________________________________

5. Bulk Garbage Disposal:
   ____Event Dumpster(s) provided by organizer
   ____Other: ________________________________________________________________

6. Grease Waste Disposal (if applicable):
   ____Grease receptacle provided by organizer
   ____Packaged and taken off site for proper disposal
   ____Other: ________________________________________________________________

**FOOD HANDLING:**

5. How will food handlers wash their hands? Describe handwashing set up below:
   [ ] Minimum 2-gallon container with unassisted free flowing faucet or spout and wastewater receptacle
   [ ] Handwashing sink connected to potable running water

   Check that the following is provided:
   [ ] Warm water is provided for handwashing
   [ ] Soap is provided
   [ ] Paper towels provided for drying hands

   __________________________________________________________________________
   __________________________________________________________________________
   __________________________________________________________________________

6. Proposed Menu: List all foods and drinks proposed for service including items such as lettuce, onions, tomatoes, etc. Attach as separate page if necessary.

   Ex: Chicken Wings
   Ex: Lemonade
7. Describe **handling procedures** for each of the foods listed on the proposed menu:

**Example:**
Food Product: **Chicken wings**
Describe how product will be handled: *purchased frozen, stored frozen on ice, removed from package, placed into fryer, cooked to 165°F or above and served directly to customer*

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<thead>
<tr>
<th>Food Product</th>
<th>Describe how product will be handled</th>
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8. If listed above, will produce require washing before preparation?  
  [ ] No  [ ] *Yes*  
*If yes, a separate food preparation sink must be provided. The food prep sink must meet Chapters 4.1-4.2 of the NC Food Code Manual.*
9. List all Hot Holding and Cooking Equipment:

- Ex: *Warming cabinet*
- Ex: *Hot water Steam Table*
- Ex: *Heat Lamps*

10. List all Cold Holding Equipment:

- Ex: *Igloo cooler with drainage port*
- Ex: *Mechanical refrigerator*
- Ex: *Mechanical chest freezer*

**UTENSIL WASHING AND SANITIZING**

11. How will food service utensils (such as pans, spatulas, scoops, ladles and knives) be washed, rinsed and sanitized?

   - [ ] 3-compartment sink of sufficient size to submerge, wash, rinse and sanitize utensils
   - [ ] 3 basins of sufficient size to submerge, wash, rinse and sanitize utensils
   - [ ] Combination of sink compartments and basins. Describe below:
   - [ ] Other. Describe: ____________________________________________

12. Verify that only single-use, disposable utensils will be used by customers:

   - [ ] Single-use only (disposable)
   - [ ] Multi-use utensils will be used (Discussion and pre-approval required)

13. [ ] Verify that test strips are provided for testing sanitizer strength.

14. [ ] Verify that a stem thermometer must be provided for measuring and monitoring food temperatures. (digital thin tip thermometer is recommended)
Sketch the layout of your foodservice booth/trailer. Indicate the size of the space. Draw and label the location of all equipment. Include cooking, cold holding equipment, prep tables, hand washing station & ware washing station. DRAW LAYOUT ON ANOTHER PIECE OF PAPER IF NEEDED.

**Draw your equipment layout in the box using the box as the perimeter of your tent/booth/structure**

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**10 ft X 8 ft** *(Layout Example)*

*Sneeze guards or table/shield to keep public minimum 3 feet away from serving line*

- **table**
- **Fryer on crates**
- **Fryer**
- **handwash sink/station**
- **3-basin utensil washing**
- **table**
- **Coolers under table**
- **hot food serving line**
- **BBQ cooker**

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Print Name: ____________________________________________

Signed: ____________________________________________ (Owner) Date: __________________________

➢ Sign form
➢ Return to Lincoln County Environmental Health * 115 W. Main St. * Lincolnton, NC 28092 with;
➢ $75 fee payment

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