



## Adams County Health Department

**Public Health**  
Prevent. Promote. Protect.

Environmental Health &  
Emergency Preparedness  
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### TEMPORARY FOODSERVICE APPLICATION

The application and fee must be received at least 5 days prior to the event, or the license may not be issued.

License fees are non-refundable.

Fee: Profit License: \$80.00 per day

Non-Profit: \$40.00 per day

**INSTRUCTIONS:** Please read each requirement carefully. Your license will be issued to you after an inspection of your facility is conducted to verify compliance at the event.

#### FOOD SOURCE:

- All food must be prepared at the event or:
  - In a licensed food service operation.
  - Purchased commercially.
  - No home cooked foods allowed.**

#### FOOD TEMPERATURE:

- All foods subject to spoilage must be kept:
  - Below 41°F
  - Above 135°F

#### GENERAL FOOD SAFETY:

- Have probe thermometer available to determine these temperatures.
- Use disposable gloves (no latex), utensils, wax paper, aluminum foil or plastic wrap when handling ready to eat foods.
- Hair restraints or hats must be worn when preparing food.
- Condiments must be provided in individual packets, pumps or squeeze type containers.
- No smoking or chewing tobacco in food prep/serving areas.
- Use of pesticides is prohibited during preparation and serving hours.

#### FOOD AND UTENSIL STORAGE:

- Store all food products and utensils at least six (6) inches off the ground and protect them from dust and insects, etc. (Please keep all food products covered.)
- Utensils must be either washed-rinsed-sanitized between uses or stored in foods.

#### FOOD PROTECTION:

- Foods on display for sale must be kept covered.
- A sneeze guard is recommended for any self-service or display items.

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HANDWASHING:

Provide hand washing facilities with soap and disposable towels.

An insulated spigot style cooler is acceptable with soap, paper towels, and a catch basin to collect water.

CLEANING AND SANITIZING PROCEDURES:

Proper cleaning of utensils and equipment is wash, rinse, and sanitize in three separate compartments.

Three separate plastic dish tubs may be used. (Unscented bleach may be used as a sanitizer.)

One capful of bleach per gallon of water is acceptable (concentration of 50-100 ppm).

Sanitizer test strips need to be used to check sanitizer concentration.

Dishes must be air-dried.

REFUGE STORAGE AND COLLECTION:

Trash must be stored in durable, cleanable receptacles with tight fitting lids.

WATER SUPPLY:

Water must be from an approved source: county water or an approved well .

WASTEWATER:

Shall be stored in a holding tank or discharged in sanitary sewer.

Gray water may not be dumped on the ground or run into a storm sewer.

# TEMPORARY FOOD SERVICE OPERATION APPLICATION

Organization Name: \_\_\_\_\_

Organization Address: \_\_\_\_\_

Person In Charge of Food: \_\_\_\_\_

Address of Event: \_\_\_\_\_

Telephone number (Home): \_\_\_\_\_ Work/cell: \_\_\_\_\_

Name and Date of Event: \_\_\_\_\_

Day and Time of Setup: \_\_\_\_\_

When will you be ready for inspection? (Date /Time) \_\_\_\_\_

Date and location of where the food will be prepared (if not on site): \_\_\_\_\_

Where will food be obtained?  
\_\_\_\_\_

List all foods and beverages you plan to sell: All foods served must be able to be made on site or purchased commercially. Please indicate next to each food item an (MO) for made on site or a (P) for purchased.

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Will there be any support facilities, i.e. stock trucks, primary cooking facility, etc?  
\_\_\_\_\_

How will you keep foods cold (41°F or lower)?  
\_\_\_\_\_

How will you keep foods hot (above 135°F)?  
\_\_\_\_\_

How will employees wash their hands?  
\_\_\_\_\_

Is this event inside or outside?  
\_\_\_\_\_

How will you keep the food covered?  
\_\_\_\_\_

What type of equipment will you use at the sale site for preparation of food items?  
\_\_\_\_\_  
\_\_\_\_\_

How will you keep the work area clean and sanitized?  
\_\_\_\_\_  
\_\_\_\_\_

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Where will you wash and sanitize your utensils?

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Draw a floor plan/layout of the operation as close to scale as possible. Please make sure to include: any cooking equipment, any hot/cold storage equipment, hand wash and utensil wash stations. You may use back for drawing if needed.

I certify that the above information is true to the best of my knowledge and that if there are additions or deletions in the information provided, I will contact the Adams County Health Department at (937) 544-5547 prior to operation.

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Signature/Date

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