

Macon County Health Dept.
1221 E. Condit Street, Decatur, IL 62521
Phone (217) 423-6988 Fax (217) 423-0992



Application to Operate a Food Service Establishment

*** PLEASE DO NOT WRITE IN THIS BOX ***

Inspector: _____ Lic Fee: _____
Credit Card: _____ Check#: _____ Cash:
Date Rec: _____ Date Given in Office _____
MCHD Initials: _____ Date Emailed/Mailed _____
Permit # _____

TEMPORARY / EVENT

PLEASE PRINT

Name of Establishment: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person/Owner: _____ Phone: _____

E-Mail Address: _____

Mail Permit to Address: _____
(If Different than above)

PRINT Name and ID Number of person(s) with Food Protection Manager Certification or Food Handler: (**ALL MUST HAVE**)

NAME: _____ Cert. ID No: _____ State: _____ Expiration: _____

NAME: _____ Cert. ID No: _____ State: _____ Expiration: _____

If application is submitted less than seven (7) days prior to event, add a LATE FEE of \$50.00.

Permit is Non-Refundable and Non-Transferable

| | | |
|--|-----------------------|-------------------------|
| Individual Establishments (Fees applied are for consecutive days) | 1 - 3 days = \$75.00 | FEE AMOUNT: _____ |
| | 4 - 9 days = \$100.00 | LATE FEE? _____ |
| | 10-14 days = \$125.00 | TOTAL FEE DUE: \$ _____ |

Non-Profit 501(c)(3) \$25.00

\$10.00 Late Fee Applies

EVENT NAME: _____ START TIME: _____ END TIME: _____

EVENT DATES: _____ EVENT LOCATION: _____

It is IMPORTANT that you READ and COMPLETE all pages of this permit application or approval will not be given.

Do Not Write Below This Line. For Official Use Only.

ZONE: _____

CATEGORY: _____

Sanitarian, Macon County Health Department

Date

Street fairs, celebrations, and other similar events call for food service vendors to be set up outdoors or in locations where keeping foods safe and sanitary become a real challenge. Following these guidelines will help reduce the risk of foodborne illness.

PERMITS AND FEES- A temporary health permit shall be prominently displayed for each food/ drink vendor. All vendors must complete an application and submit it with the appropriate fee. Please note that all applications submitted less than 7 days prior to the day of the event will be charged a late fee of \$50, in addition to the application fee. Non-Profit 501(c)(3) locations (application fee is waived).

PRE-OPENING INSPECTION- Food/drink vendors may be required to have a pre-opening inspection prior to any food/drink handling.

MENU- Keep your menu simple, and keep potentially hazardous foods (meats, cut-up fruits and vegetables, dairy, etc.) to a minimum.

ICE- Ice used to cool cans and bottles cannot be used in beverages and is to be stored separately. Dispense ice from a bag with a handled scoop, never with hands or any type of container. Ice shall be made from a potable water source.

FOOD DISPLAY AND DISPENSING- Keep foods covered to protect them from insects, dust, etc. Keep food away from customer contamination.

NO LEFTOVERS- No food can be made ahead of time and cooled down for use at a later date/time. All cooked food must be served the same day. Food left at the end of the day must be discarded. Plan accordingly.

| Food Source (where food will be purchased): | | |
|--|------------|-----------|
| Preparation Site (commercial kitchen or on-site): <i>Note: Home preparation is strictly prohibited</i> | | |
| <ul style="list-style-type: none">Temporary hand wash station provided for staff: YES <input type="checkbox"/> NO <input type="checkbox"/>Thermometer available for checking temperatures: YES <input type="checkbox"/> NO <input type="checkbox"/>Test strips available for determining the concentration of sanitizer? YES <input type="checkbox"/> NO <input type="checkbox"/>Overhead protection provided (tent): YES <input type="checkbox"/> NO <input type="checkbox"/>Will garbage receptacles be covered: YES <input type="checkbox"/> NO <input type="checkbox"/>Will food items/utensils/single service be stored at least 6" off the ground: YES <input type="checkbox"/> NO <input type="checkbox"/>Single use gloves available for use when handling ready-to-eat foods: YES <input type="checkbox"/> NO <input type="checkbox"/>I understand that cooling and reheating food for a temporary event is prohibited: YES or NO | | |
| <ul style="list-style-type: none">Type of Dishwashing Sanitizer Used: Bleach or Quaternary AmmoniaFood equipment will be washed, rinsed, and sanitized: Onsite or Commissary KitchenCooking Equipment: _____ (Grill, Fryers, Oven, etc.)Cold Holding Equipment: _____ (Refrigerator, Freezer, Coolers, etc.)Hot Holding Equipment: _____ (Roasters, Sterno Heat, Steam Table, etc.) | | |
| Menu Items: <i>Note: If preferred, a menu may be attached to this application</i> | | |
| Hot Items | Cold Items | Beverages |
| | | |
| | | |
| | | |
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| | | |
| | | |
| | | |



Signature is
Required in order
for permit to be
Issued!

I affirm that the information submitted is correct to the best of my knowledge and belief.

Signature of Applicant _____ Date _____

Temporary Food Event- Checklist for Safe Food Handling

Cleaning/Sanitizing Procedures

- Three basins will be required (or a three-compartment sink) to **wash, rinse, and sanitize** food handling utensils. Utensils must be air dried.
- Labeled bucket/spray bottles containing sanitizer solution will be provided to clean food preparation counters.

EMPLOYEE HYGIENE

- Hand washing facilities – A hand washing station as illustrated or a sink (not in a restroom) will be required. Either must have running water, soap in a dispenser, and paper towels. (Note: Portable water supply must have spigot to allow water to flow freely – no push buttons allowed.)
- Gloves will be worn by all people handling ready-to-eat food.
- Hats/Hair Restraints required by all staff handling food.

FOOD PROTECTION

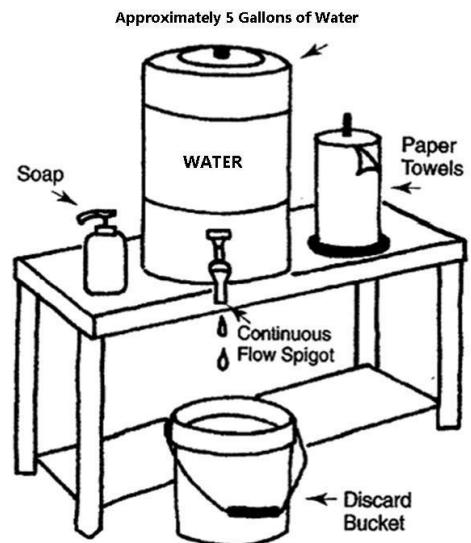
- All food preparation, cooking, service, and grills will be under a tent or roof.
- Provide fans to provide an air curtain or screens to reduce pest activity (if applicable).

TEMPERATURE MONITORING

- Temperature Control: Cold food <**41 degrees** and hot food >**135 degrees** or higher.
- If foods are to be transported from one location to another, keep them covered and provide adequate temperature controls. Use refrigerated trucks to keep cold food cold (41 °F or below), and insulated containers to keep hot food hot (135°F or above).
- Mechanical refrigeration is required. An ice chest with ice cannot be used for any potentially hazardous items. Thermometers must be in each cold holding unit.
- If foods are to be transported from one location to another, keep them covered and provide adequate temperature controls. Use refrigerated trucks to keep cold food cold (41 °F or below), and insulated containers to keep hot food hot (135°F or above).

| FOOD ITEM (RAW) | MINIMUM COOKING TEMPERATURES |
|--------------------|------------------------------|
| Fish Fillets | 145° / 15 seconds |
| Beef Steaks | 145° / 15 seconds |
| Pork Chops | 145° / 15 seconds |
| Beef/Pork (Ground) | 155° / 15 seconds |
| Hamburger | 155° / 15 seconds |
| Chicken/Turkey | 165° / 15 seconds |

| FULLY COOKED COMMERCIALY PROCESSED FOOD ITEMS | MIMIMUM REHEATING TEMPERATURES |
|---|--------------------------------|
| Hot Dogs | 135°F / 15 seconds |
| Brats | 135°F / 15 seconds |
| Canned Chili | 135°F / 15 seconds |



**PLEASE KEEP THIS PAGE
FOR YOUR REFERENCE**