

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**

Public Health
Macon County
Health Department

TEMPORARY / EVENT

*** 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 # _____

PLEASE PRINT

Page 1 of 5

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

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

EVENT DATES: _____ EVENT LOCATION: _____

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

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

ZONE: _____	<hr/> Sanitarian, Macon County Health Department <hr/> Date
CLASS _____	
CATEGORY _____	

ALL FOOD ITEMS	FOOD SOURCE	LOCATION WHERE FOOD WILL BE PREPARED
Example: Hamburgers	Sam's Club	On Site

Will any restaurants or licensed establishments prepare food for you?

() YES () NO

If yes, what restaurants or licensed establishments? What food items?

All potentially hazardous foods must be kept at 41°F or below; or 135°F or above at all times.
How do you plan to accomplish this?

- ☐ Refrigerator ☐ Freezer ☐ Steam Table
☐ Oven/Stove ☐ Roaster ☐ Heat Lamp
☐ Other
-
-
-

	YES	NO
Do you have a sufficient number of metal stem thermometers to assure temperatures are maintained?		
Do you have thermometers in all cooling and freezing units?		
Do you have hand washing facilities with hand soap and paper towels?		
Do you have a 3 compartment sink or other arrangement for dishwashing?		
Do you have a test kit for sanitizer to measure proper concentration?		
Do you have gloves to handle ready to eat foods?		
Single service dinnerware is provided.		
Canopy and flooring are provided.		
Fans are provided.		



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: _____

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Food Safety at Temporary Food Events

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.*

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. *Home preparation of foods is not allowed.*

BOOTH- All food preparation must be done in an approved booth/kitchen with approved equipment.

TRANSPORTATION- 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).

STORAGE- All food, equipment and single use items must be stored off the ground.

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.

REFRIGERATION- 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.

COOKING- See the minimum cooking temperature chart.

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

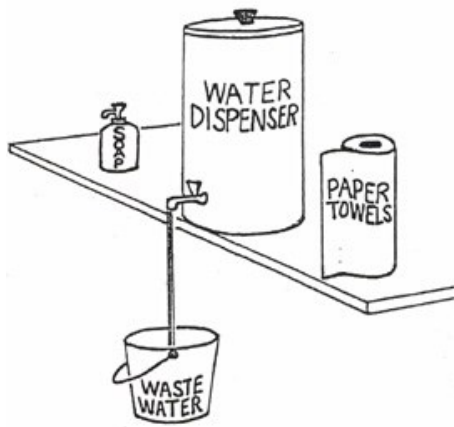
FULLY COOKED COMMERCIALY PROCESSED FOOD ITEMS	MIMIMUM REHEATING TEMPERATURES
Hot Dogs	135°F/ 15 seconds
Brats	135°F/ 15 seconds
Canned Chili	135°F/ 15 seconds

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HOT HOLDING- Electrical commercial equipment is requested. Propane stoves, grills, or canned heat may be used and should be available for backup. An accurate, sanitized metal stemmed thermometer must be available and used to check internal food temperature.

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.



HANDWASHING- The vendor shall have warm running water, soap, individual paper towels, and a bucket to collect the dirty water. A jug of warm water with a turn spout is an acceptable method. Liquid type hand sanitizers will not be allowed.

HEALTH AND HYGIENE- Anyone with nausea, fever, vomiting, diarrhea, open sores and/or cuts on their hands, etc. must not be allowed to work in the food booth. Workers are to wear clean outer garments, an effective hair restraint, and must not smoke, eat, or drink in the booth.

DISHWASHING- Wash equipment and utensils in a four step sanitizing process: washing in hot, soapy water; rinsing in clean water; chemical sanitizing; and air drying.

WIPING CLOTHS- Rinse and store the wiping cloths in a bucket of sanitizer. Use the appropriate sanitizer test strips. No household sprays will be allowed.

WATER SUPPLY- Obtain your water for a potable source. Your connections and hoses shall be constructed, located, and maintained to avoid contamination. Food grade hoses are required and devices (i.e. vacuum breakers) must be provided to prevent back flow and back siphonage when a connection to a water supply is needed. No leaky connections will be accepted.

LIQUID WASTE- This waste cannot be dumped into streets, storm drains, or onto the ground. Use containers to collect liquid waste and discard in a sanitary manner.

REFUSE- Covered containers should be available- one for your garbage and another for your customers' garbage.

FANS- Fans will be required to help eliminate flies, and/or other possible contamination.

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