



# Allegany County HEALTH DEPARTMENT

“Healthy People, Healthy Communities”



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## Allegany County Health Department Requirements for Temporary Event Vendors

What is a temporary food service facility?

A temporary food service facility operates at a fixed location for a period of time not exceeding 14 consecutive days in conjunction with a single event. Events include, but are not limited to, fairs, carnivals, festivals, community dinners, and similar public gatherings. Additionally, advertisement constitutes the event as being “public”. Temporary food service facilities are required to comply with the Code of Maryland Regulations 10.15.03.

Do I need a license?

Temporary food service facilities are required to be licensed in accordance with the Code of Maryland Regulations 10.15.03. Food service facilities shall not operate without a valid license issued by the Department. Food service licenses must be conspicuously displayed within the food service facility.

How do I obtain a license?

At least 5 days prior to the event, the food service facility must submit a completed application to the Department for licensure. Applications may be obtained in person at the Allegany County Health Department, Division of Environmental Health (12500 Willowbrook Road, Cumberland, Maryland Monday through Friday from 8 a.m. until 5 p.m.) or from our website at [www.alleganyhealthdept.com](http://www.alleganyhealthdept.com).

What do I need to operate a temporary food service facility?

- The facility must be located on a clean and sanitary site. The ground surfaces should be impervious or covered with cleanable material. Temporary food service facilities may not be located on surfaces covered by mud, sewage, or other contaminating materials. Food service facilities may not be located in close proximity to sewage or animal containing areas that may cause contamination.
- All food products must be stored at a health department approved location, if purchased/picked up in advance. Storage or preparation of food products in residences or other unapproved locations will result in denial of the permit to operate.
- All food and ice must be from an approved source. Approved sources include regulated grocery stores and food/ice/beverage distributors. All shell stock must be accompanied by a shell stock tag. This tag must remain attached to the product while in use. Shell stock tags and egg records must be kept for a minimum of 90 days after the event.

- All food service equipment, preparation areas, service areas, dish washing areas, and food storage areas must be covered by overhead protection, such as a tent, canopy, or similar structure. Appropriate pest control measures must be taken by the vendor to prevent contamination of the products and equipment at all times, including at customer service sides of the tent. Failure to maintain adequate pest control at any time will result in denial or suspension of the license to operate.
- Food and food equipment must be stored at least 6" off of the ground surface using shelves or another approved method.
- A stem thermometer graduated in 2 degree increments from 0° F to 200°F must be provided. Stem thermometers must be properly washed and sanitized between uses.
- Potentially hazardous food products shall be maintained at or below 41°F or above 135°F at all times. Product temperatures must be checked often during operation (every 1 – 2 hours).
- Adequate cold holding equipment shall be provided to maintain product temperatures at 41°F or less (38°F for pasteurized crab meat). For single-day events and vendors with proof of daily food purchase for multiple-day events, food may be stored in clean, sanitary coolers with drain plugs using ice from an approved source. If products are stored on ice, the ice must be kept constantly drained. Different types of products (meats, vegetable, cooked products) may not be stored in the same cooler without adequate cross contamination control. Products should be stored in accordance with final cooking temperatures (see attached temperature chart).
- Adequate hot holding equipment must be provided, if hot holding products. This may include crock pots, sternos, warming cabinets, etc. Hot holding equipment must be able to maintain products at 135°F or greater. Hot holding equipment may not be used for cooking and reheating products.
- Adequate cooking equipment must be provided. Grills should have covers and must be composed of food grade materials. Ground cooking, such as campfires, is prohibited.
- All products must be cooked to the proper temperatures (see attached temperature chart).
- Exposed food products must be covered, shielded, or spaced away from general public access for sneeze protection. All food products and equipment must be stored in approved containers.
- All food service equipment and dispensers must be cleaned and sanitized prior to use and must protect the food products from contamination.
- Foods, such as ice and spices, must be dispensed with scoops equipped with handles.
- Any thawing or cooling of food products must occur under temperature controlled conditions (in a cooler or approved refrigerator). Cooling or thawing of products onsite may be denied depending upon the equipment available, cross contamination control, and temperature control factors.
- Food service workers must wear clean outer garments, have hair properly restrained with a hat or hair net, and wear disposable single-use gloves for handling ready to eat food items. Smoking, eating, and drinking in food service areas is prohibited.
- Food service workers must not be exhibiting symptoms of illness or infection. Individuals infected with a communicable disease, having symptoms of a communicable disease, or have open sores or cuts on their hands may not work in a food service facility. All individuals not related to food service operations must be excluded from the food preparation areas.
- A hand washing station must be provided. At minimum, the water provided for hand washing must be warm and from a potable source. Soap, paper towels, and a catch bucket for waste water must also be provided. Please note that hand sanitizer is not an acceptable substitution for a hand washing station.

- An approved sanitizer must be provided for surface sanitizing and for utensil washing. Unscented chlorine bleach may be used at a concentration of 50 – 100ppm. Quaternary ammonia products may also be used in accordance with the product specifications. Appropriate test strips must be provided.
- A utensil washing station must be provided consisting of three clean and sanitary bins large enough to accommodate the largest utensil or pan to be cleaned. The wash bin must be filled with hot, potable, soapy water and warm potable water must be provided for the rinse and sanitize bin. The station must include dish washing soap, sanitizer, and the appropriate sanitizer test strips.
- Counter surfaces must be washed thoroughly with soapy water, rinsed, and wiped with a sanitizer of appropriate concentration prior to beginning operation, every 2 hours, and during changes in tasks to prevent cross contamination. Wiping cloths must be stored in a sanitizer of appropriate concentration. Solutions must be changed if soiled or if the sanitizer concentration is too low.
- Food service utensils, cutting boards, and slicers must be cleaned and sanitized when soiled, between preparing different types of products, and at minimum every 2 hours during operation.
- Waste water must be disposed of properly, including water from the hand washing station and water from the utensil washing station. Please consult with your event coordinator for the location of the disposal site.
- Food and food service equipment may not be stored with chemicals, such as sanitizers. Pest control sprays may not be used in or around the food service area.
- Restroom facilities must be accessible and located within a reasonable distance during operation.
- Adequate garbage disposal containers, with lids, must be provided.
- For after-dusk operation, shielded or shatter proof lighting must provide adequate illumination of the food service facility.

Pictorial examples of a ware washing station, hand washing station, and overhead protection may be provided by the Department for reference upon request.

## **Allegany County Health Department – Environmental Health Division**

### **Temperature Control**

The “kill” or “control” temperatures for foodborne illness bacteria

1. Cold foods below 41°F
2. Hot foods above 135°F
3. Rare roast beef 130°F
4. Pork products 150°F
5. All leftovers 165°F
6. Poultry & stuffing products 165°F
7. Fish & shellfish 140°F
8. Fresh egg products 140°F/3-1/2 minutes
9. Hamburger patties 155°F

Until no longer pink and juices are clear

**ALLEGANY COUNTY HEALTH DEPARTMENT**  
**Division of Environmental Health**  
**P. O. Box 1745**  
**12501 Willowbrook Road, S.W.**  
**Cumberland, Maryland 21502**  
**301-759-5040**  
**Fax: 301-777-5583**  
**www.alleganyhealthdept.com**

**APPLICATION FOR LICENSE TO OPERATE A TEMPORARY FOOD ESTABLISHMENT**

Application is hereby made to operate a food establishment in accordance with the Annotated Code of Maryland-Health General Article Governing Food Establishments. **A permit fee for a temporary food establishment must accompany this application. Please make all checks payable to the Allegany County Health Department and submit to the above address. THIS APPLICATION MUST BE SUBMITTED A MINIMUM OF 5 CALENDAR DAYS PRIOR TO THE EVENT DATE. APPLICATIONS RECEIVED LESS THAN 5 DAYS PRIOR TO THE EVENT DATE MAY BE DENIED.**

Fees: 1 – 4 Consecutive Days - \$20.00  
5 – 30 Consecutive Days - \$40.00

**PLEASE PRINT OR TYPE**

I. Name of Facility: \_\_\_\_\_  
(Your business name)  
Facility Physical Address: 30 W. Main St. Frostburg, MD 21532  
Mailing Address: \_\_\_\_\_  
Facility Phone #: \_\_\_\_\_ Owners Phone #: \_\_\_\_\_  
Fax #: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Owner of Business: \_\_\_\_\_  
Owner's Signature: \_\_\_\_\_  
Event Coordinator Name: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_

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II. Check Type of Establishment: (Check all that apply)  
Temporary  Caterer  Mobile Unit  Other: \_\_\_\_\_  
Sewerage: Public  Private  Water Supply: Public  Private

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OFFICIAL USE ONLY: License #: \_\_\_\_\_ Permit Approval Date: \_\_\_\_\_

III. Special Event (Name): \_\_\_\_\_

Location: \_\_\_\_\_

Date(s) and Time(s): \_\_\_\_\_

Menu: \_\_\_\_\_

Location(s) of Food Preparation: \_\_\_\_\_

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IV. Mobile Unit: Make \_\_\_\_\_ Mobile \_\_\_\_\_ Color \_\_\_\_\_ Year \_\_\_\_\_

Tag#: \_\_\_\_\_ Vin#: \_\_\_\_\_

Owner: \_\_\_\_\_

(Name, Address, Phone Number)

Special Markings: \_\_\_\_\_

(Names, Numbers, Etc.)

Food to be Sold: \_\_\_\_\_

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V. Source of Food: \_\_\_\_\_

(Name of Supplier, Grocery, Restaurant or Commercial Distributor)

Type of Food Service System: (Check all that apply)

\_\_\_\_\_ Cook, Serve

\_\_\_\_\_ Cook, Hot Hold, Serve

\_\_\_\_\_ Cook, Chill, Reheat, Hold, Serve

\_\_\_\_\_ Cold, Hold, Serve

\_\_\_\_\_ Commercially Packaged Food Only

\_\_\_\_\_ Other: \_\_\_\_\_

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### TEMPORARY FOOD ESTABLISHMENT ASSESSMENT

#### Event Information

Name of Event: \_\_\_\_\_

Event Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

What time will the TFE be set up and ready for inspection: \_\_\_\_\_

\*Adequate shielded or shatterproof lighting must be provided after dusk.



## OPERATIONS

1. Preparation of food will occur (Circle One):    On-Site   or   Off-Site

If Off-Site, please attach a copy of the current food license in which the food is prepared.

\*Home Prepared and Home Stored Foods are NOT allowed.

2. Describe the method for transporting cold and/or hot food:
3. List the methods used for cold holding and hot holding food during the event:
4. Describe the set-up for warewashing and the type of sanitizer that will be used during the event:
5. Provide the type of sanitizer that will be used for sanitizing buckets:

\*Test strips must be provided to measure sanitizer concentration.

Please check the following items that will be provided during the event:

- Hair restraints for all food staff
- Stem thermometer (digital or dial that reads temperatures in 2° increments ranging from 0° to 220°)
- Gloves for ready-to-eat foods
- Cleaning bucket with soap and warm water for cleaning surfaces prior to sanitizing

### Utilities

1. What is the source of water used for hand washing, ware washing, and food preparation?
2. What is the method of waste water disposal from hand washing and ware washing equipment?
3. Who will be responsible for refuse disposal and how will refuse be stored on-site?