

Clark County Health Department

phone (812) 282-7521 fax (812) 288-2711 www.clarkhealth.net

Application for Temporary Food Service Establishment

Date Issued: _____ Permit No.: _____

STORE INFORMATION [Please print]

Temporary Food Establishment shall mean any food establishment operating in connection with any transitory gathering not to exceed two (2) weeks, including but not limited to, any such establishment connected with a fair, carnival, circus, or public exhibition; It shall not include any food-service establishments, mobile food-service establishments, or mobile food-dispensing units.

Name of Sponsoring Organization: _____

Address of Organization: _____

City: _____ State: _____ Zip: _____ Phone: _____

Person In Charge: _____ Email: _____

Certified Food Handler #: _____

Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Event: _____ Date: _____

Location of Stand: _____ Time: _____

Signature of Applicant: (X) _____

FOOD BEING PREPARED

WHERE FOOD IS PREPARE

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

A Permit is valid for a maximum of two (2) weeks as established in Clark County Sanitary Code 10-3-1 (G).

1 Day \$20.00
2 to 14 Days \$40.00

TAX EXEMPTs (Print your Exempt Number)

No Charge

***** Please send CHECK or MONEY ORDER for the entire amount to: *****

**Clark County Health Department
FOOD DIVISION
1320 Duncan Avenue, Jeffersonville, IN 47130**

Office Use Only: Date: _____

Receipt #: _____

TEMPORARY FOOD ESTABLISHMENT CHECKLIST

CLARK COUNTY HEALTH DEPARTMENT, 1320 DUNCAN AVENUE, JEFFERSONVILLE, IN 47130

Phone: (812) 282-7521 Fax: (812) 288-2711 Website: www.clarkhealth.net

***** Use this Temporary Food Establishment Checklist to ensure your facility will have all of the necessary equipment and supplies in order to properly operate at the intended event(s). Compliance with all applicable sections of 410 IAC 7-24 is required, but the following has been highlighted for your assistance.*****

ADMINISTRATIVE INFORMATION:

- Temporary Food Establishment permit applications and fees must be submitted to the Clark County Health Department at least { } day(s) prior to any date of operation (and they must be received during normal business hours).
- Your Temporary Food Establishment permit, once issued, must be displayed in view of the public at all times during the event for which it was issued.
- Although not required by food law, the event organizer should submit a site map of the event area detailing vendor locations, toilet facilities, trash facilities, water hook-ups, etc.
- Certified food handler: If more than one (1) food establishment operated by the same individual is located on the same property or on contiguous properties, only one (1) certified food handler is required for the food establishment. The name and proof of certification must be made available upon request. If the establishment is exempt from 410 IAC 7-22, then all requirements in 410 IAC 7-24 Section 118 must be met.

FOOD and WATER SOURCES:

- All food and water must be obtained from sources complying with applicable state and local laws and regulations. If requested, paperwork must be provided indicating the source(s) for all food and water products. If well water is utilized, proper paperwork regarding testing must be provided. (Sec. 142-160 and 320-328)
- All food must be safe, unadulterated, honestly presented, and properly labeled as applicable. (Sec. 140, 139 and 146)
- No homemade or home-canned foods or foods that have been stored in a home are allowed to be used. (Sec. 142)
- All foods requiring preparation/processing, must be prepared/processed on-site unless they have been prepared in another licensed establishment and properly transported.

FOOD PREPARATION and HANDLING:

- All potentially hazardous foods requiring refrigeration must be held at 41°F or below (or 45°F or below as detailed in Section 187) at all times. Stored frozen foods shall be maintained frozen and should be stored at 0°F. (Sec. 197)
- All potentially hazardous food requiring hot-holding must be held at 135°F or above at all times. (Sec. 187)
- All potentially hazardous food requiring cooling must be cooled from 135°F down to 70°F within two (2) hours and from 70°F down to 41°F or below (or 45°F or below as detailed in Section 187) within an additional four (4) hours. The entire cooling process must be completed within six (6) continuous hours. (Sec. 189 and 190)
- All potentially hazardous food requiring reheating must be rapidly reheated to 165°F within two (2) hours. (Sec. 188)
- All potentially hazardous food requiring thawing must be thawed in accordance with *Section 199*.
- All food products must be cooked to the proper internal food temperatures as detailed in *Sections 182-197*.

DISHWASHING FACILITIES:

- ❑ Facilities must have provisions available to wash, rinse, and sanitize all multi-use utensils, dishware, and equipment used for food preparation and service. (Sec. 270, 289, 291-292, 342)
- ❑ If any of the above items are taken off the premises for washing, they must be properly cleaned and sanitized in a licensed food establishment.
- ❑ Proper sanitizer (*via heat or chemical means*) must be provided AND used in/at each unit. (Sec. 248-320, 342)
- ❑ If chemical sanitizer is used, a proper test kit must be provided AND used in/at each unit. (Sec. 291)
- ❑ Manual dishwashing should be set up to operate in the following sequence: **WASH** (soapy water with 110° water temperature), **RINSE** (warm, clean water), **SANITIZE** (via heat or chemical), and **AIR DRY**. (Sec. 270, 273, 304)
- ❑ If chemical sanitizer is used, the sanitizing solution must be maintained at the proper concentrations as follows (*as detailed in Section 294 or in accordance with the Code of Federal Regulations and the manufacturer's directions*): **CHLORINE** (25-200ppm), **QUATERNARY AMMONIA** (200ppm), or **IODINE** (12.5-25ppm).
- ❑ All chemical sanitizers must be labeled *in accordance with Sections 437 and 443*.

WATER and WASTEWATER FACILITIES:

- ❑ All water lines to each unit must be protected by a proper backflow/back-siphon prevention device (or by proper air break or air gap). (Sec. 334-336, 338, 377)
- ❑ If used in continuous flow situations, a proper device approved for that use must be provided, installed, and used in accordance with the manufacturer's specifications. (Sec. 336)
- ❑ A sufficient supply of drinking water must be supplied for all necessary purposes (handwashing, dishwashing, sanitizing, food preparation, etc.) at all times in/at each unit. (Sec. 329, 330, 332)
- ❑ All water hoses must meet the requirements detailed in 410 IAC 7-24 for use with drinking water. (Sec. 364)
- ❑ All liquid waste must be disposed of in a sanitary manner in accordance with all applicable federal, state and local requirements. (Sec. 374-376, 379-380)

WIPING CLOTHS:

- ❑ In between uses, wet wiping cloths must be properly stored in sanitizer solution that is maintained in accordance with *Section 294*.
- ❑ To prevent cross-contamination, wet or dry wiping cloths shall be kept separate from cloths used for other purposes (1) wiping cloths used for raw animal food spills/clean-up, (2) wiping cloths used for other food spills/clean-up, and (3) wiping cloths used for general cleaning. (Sec. 245)

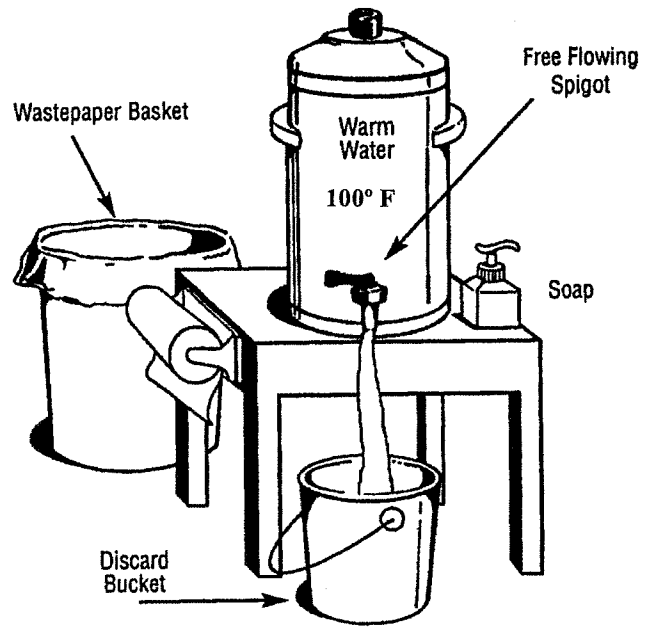
HYGIENE and PERSONAL CLEANLINESS:

- ❑ NO smoking, eating or drinking (except from a covered container that is stored and utilized properly) is permitted in any food preparation or service area. (Sec. 136)
- ❑ Clothing must be kept clean and not used to wipe hands. (Sec. 128, 135)
- ❑ Proper and effective hair restraints must be provided and worn by all persons preparing or serving food. *Examples include: hairnets, visors (if effective), hats, scarves, etc.* (Sec. 138)
- ❑ Beards must also be restrained with a beard snood or other means. (Sec. 138)
- ❑ Proper exclusions and restrictions must be placed on ill employees in accordance with Sections 120-127.
- ❑ Proper handwashing must be conducted at the following times or after any activity during which the hands may have become contaminated: before beginning work; after handling raw animal foods; after handling money; before putting on and after removing single-use gloves; after sneezing, coughing, touching the face, body parts, or hair; after using the restroom; after taking out the trash, etc. (Sec. 129)
- ❑ While preparing foods, employees may not wear jewelry on their arms and hands. An exception would be the wearing of a plain ring, such as a wedding band. (Sec. 134)

For complete information regarding handwashing and dishwashing requirements see 410 IAC 7-24.

HANDWASHING

At least one convenient handwashing facility must be available for handwashing on site at all times. This facility must consist of, at least, a container with 100° F potable running water (via spigot if sinks won't be utilized), a catch bucket for wastewater, soap, individual single-use paper towels, and a trash container for disposal of paper towels. Employees must wash their hands at all necessary times during food preparation and service as specified in 410 IAC 7-24, such as:

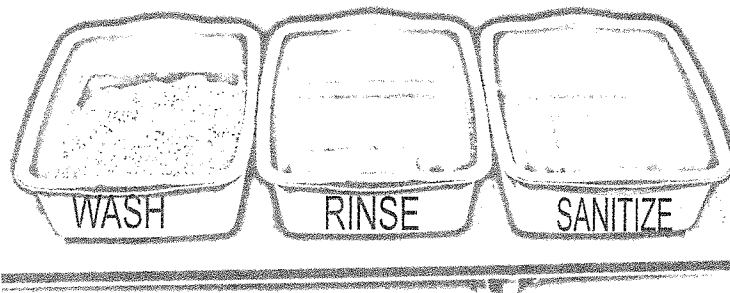


- Prior to starting food handling activities
- After using the restroom
- After sneezing, coughing, blowing your nose, eating, drinking, smoking, or touching a part of the body
- After touching an open sore, boil, or cut
- After handling money or other soiled items
- After taking out the trash or following any activity during which hands may have become contaminated.

DISHWASHING

Facilities must have provisions available to wash, rinse, and sanitize multi-use utensils, dishware and equipment used for food preparation at the site. Proper chemical sanitizer and the appropriate chemical test kit must be provided and used at each site. All dishes and utensils must be air-dried.

PROPER SET-UP



PROPER SANITIZER CONCENTRATIONS

Chlorine
25-200 ppm*

Quaternary Ammonia
200 ppm*

Iodine
12.5-25 ppm*

* or as otherwise indicated by the Code of Federal Regulations (CFR) or by the manufacturer of the product.

COOKING

165°F for 15 seconds	Poultry and Foods Containing Poultry; Stuffed Fish, Meat or Pasta; Stuffing containing Fish or Meat; Food containing Game Animals
165°F for 2 minutes	Microwave Cooking for Raw Animal Foods (covered, rotated, or stirred throughout or midway through the cooking process and held for 2 minutes covered)
158°F for 1 second 155°F for 15 seconds 150°F for 1 minute or 145°F for 3 minutes	Injected Meats; Comminuted Meats (hamburger or sausage), Fish or game animal; Raw shell Eggs that are NOT prepared for immediate service (pooled or hot-held).
145°F for 15 seconds	Raw Shell Eggs prepared for immediate service; Meat and Fish not otherwise specified in this chart
145°F for 4minutes 144°F for 5 minutes 142°F for 8 minutes 140°F for 12 minutes 138°F for 18 minutes 136°F for 28 minutes 135°F for 36 minutes 130°F for 112 minutes	Roasts of Beef, Corned Beef, Pork, and Cured Pork (For a complete chart, see Sec. 182 of 410 IAC 7-24)
135°F	Potentially hazardous food cooked for hot-holding: fruits, vegetables, and potentially hazardous foods not otherwise listed that will be hot-held.

COOLING

Cooked potentially hazardous foods shall be cooled:

- (1) within two hours, from 135°F to 70°F; and
- (2) within four hours, from 70°F to 41°F or less*
- (3) The entire cooling process must be completed within six (6) continuous hours.

Food prepared from ingredients at ambient temperature (such as reconstituted foods and canned tuna) shall be cooled:

Within 4 hours to 41°F or less*

* (or 45°F as specified in the Indiana Food Code)

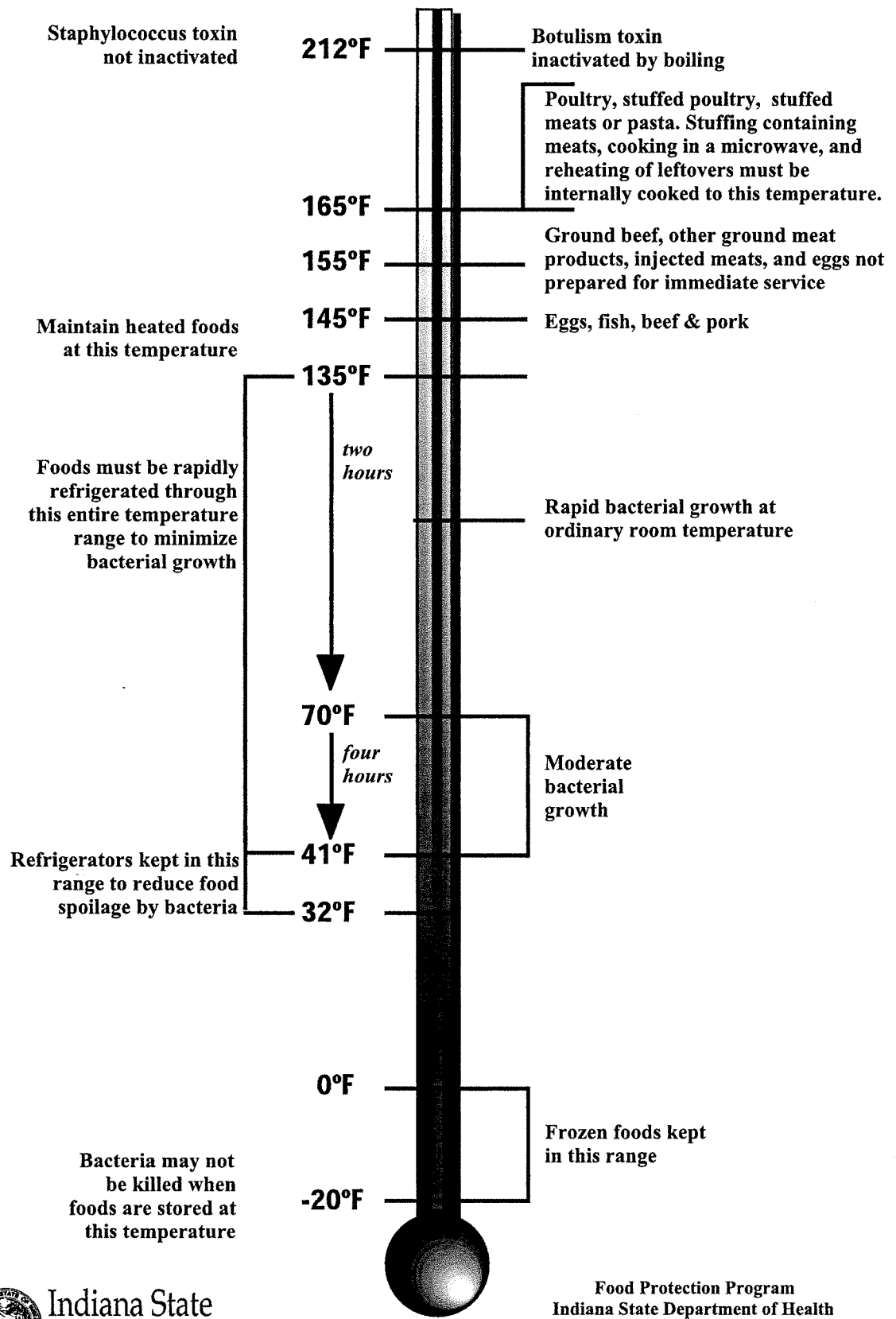
SUGGESTED COOLING METHODS

- Place food in shallow pans
- Separate foods into smaller portions
- Use rapid cooling equipment
- Stir food in a container placed in an ice water bath
- Use containers that facilitate heat transfer
- Add ice as an ingredient

REHEATING

Potentially hazardous food that is cooked, cooled, and reheated for hot-holding shall be reheated so that all parts of the food reach a temperature of at least 165°F for 15 seconds. (If food is reheated in a microwave, all parts of the food must reach a temperature of at least 165°F and be allowed to stand covered for two minutes after reheating.)

Bacteria Control Chart



**Indiana State
Department of Health**

3.22.2005

**Food Protection Program
Indiana State Department of Health
2 North Meridian Street
Indianapolis, IN 46204
(317) 233-7360**

For complete information regarding ice usage, hair restraints, hygienic practices, and general practices, see 410 IAC 7-24.

ICE USAGE



FOR CONSUMPTION

- Ice which is to be consumed must come from an approved source.
- Ice must be kept in closed/covered containers and must be dispensed with an approved utensil that is properly stored and used.
- Ice for consumption may not be used for storage of food or beverage products or other foreign articles.

FOR USE AS A REFRIGERANT

- Storage of open food products in contact with ice is prohibited.
- Packaged foods that are subject to the entry of water because of the nature of packaging, wrapping, or container, cannot be stored in contact with water.
- If ice is the principle means of refrigeration, it must be done in such a way so that the ice is constantly draining (into a proper area; not onto the ground).
- Commercial-type freeze packs or dry ice may also be used to maintain temperature if mechanical refrigeration cannot be provided or there is a loss of power.

HAIR RESTRAINTS

Proper and effective hair restraints must be provided and worn by all persons handling exposed food, clean equipment, utensils, linens, and unwrapped single-service and single-use articles. Acceptable hair restraints include hairnets, hats, scarves, etc. Beards should also be restrained with a beard snood or other means.

HYGIENIC PRACTICES

- No smoking, eating or drinking is permitted in any food preparation or service areas. (Covered employee beverage containers are allowed if they are stored and used properly.)
- Clothing must be kept clean and not used to wipe hands.

GENERAL PROTECTION

FOOD HANDLING:

- If open food is to be handled, proper utensils (such as tongs, spoons, single-use gloves, deli tissue) must be provided and used. Bare hand contact with ready-to-eat open foods is prohibited. ("Ready-to-eat" means no further washing, cooking or additional preparation steps will take place before it is consumed.)

PROTECTION FROM CONTAMINATION:

- Food products must be kept shielded and protected from contamination by consumers at all times during storage, preparation, and service.
- Overhead protection must be provided over ALL food and beverage service, preparation, storage, warewashing and handwashing areas to guard against environmental and consumer contamination.

INSECT CONTROL:

- Air curtains, screening, or fans must be provided and used for insect control when applicable.
- Doors to food preparation and storage areas must be solid or screened and shall be self-closing (and kept closed as much as possible).

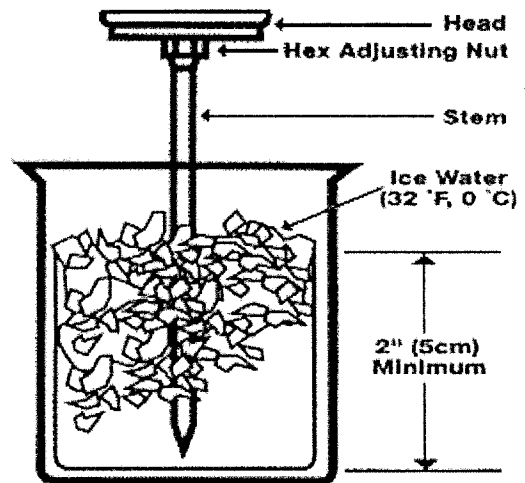


Thermometer Calibration

Ice Point Method

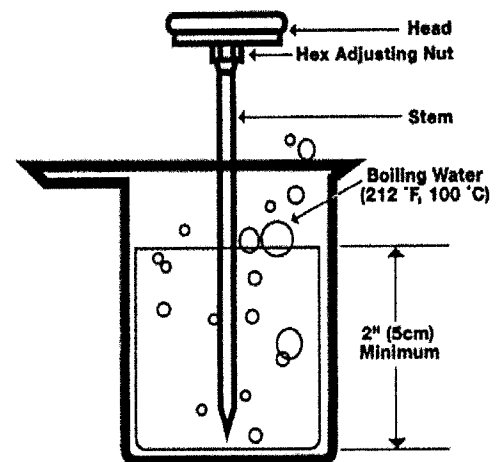
Fill an insulated container, such as a wide mouth “thermos” bottle with a mixture of potable crushed ice and water.

- The container must have crushed ice throughout to provide an environment of 32°F, so you may have to pack more ice into the container during the process.
- When the mixture of the water has stabilized after four or five minutes, insert the thermometer to be calibrated to the appropriate immersion depth. (note: from tip of thermometer to the dimple on stem is the sensing portion)
- Be sure to hold the stem of the instrument away from the bottom and sides of the container (preferably one inch) to avoid error. Wait until the thermometer stabilizes before adjusting the thermometer.
- If your thermometer is not accurate within +/- 2°F of 32°F., adjust the thermometer accordingly. The ice point method permits calibration to within 0.1°F.



Boiling Point Method

- After the water in the container has reached a complete “rolling” boil, insert the instrument to the appropriate immersion depth. The boiling point in Indiana is 212°F.
- Be sure there is at least a two-inch clearance between the stem or sensing element and the bottom and sides of the container.
- If your thermometer is not accurate within +/- 2°F of 212°F., adjust thermometer accordingly. The boiling point method permits calibration to within 1.0°F.



Remember:

***Sanitize thermometers before use and in between uses, and...
...calibrate thermometers frequently!***