

APPLICATION FOR TEMPORARY FOOD ESTABLISHMENTS

\$75.00 PERMIT FEE PER FESTIVAL PER BOOTH REQUIRED
COMPLETED APPLICATION AND FEE ARE DUE 15 DAYS PRIOR TO EVENT

Event: _____ Event Date(s): _____

Event Location: _____

Event Organizers Name: _____

Event Organizers Phone: (____) _____

Name of Food Vendor Stand: _____

Owner, Operator, and/or Contact Person: _____

Mailing Address: _____

Email: _____

Telephone #: (____) _____ (____) _____
Cell Other

Are you claiming an exemption? Yes () No () [See page 2]

*** Date & time ready for inspection (this must be prior to any food preparation):**
____/____/____ at ____:____ o'clock a.m./p.m. (circle one)

Date(s) & Time of Operation: ____/____/____ thru ____/____/____

From: ____:____ o'clock a.m./p.m. **Til:** ____:____ o'clock a.m./p.m. (circle one)

List previous event name and location you participated in prior to this event:

List all food items you plan to prepare and serve or enclose a copy of your menu. Food must be purchased from an approved source. You must have food receipts available for inspection. No food preparation shall occur prior to a permit being issued by the regulatory authority!

Make checks payable to: Haywood County Health & Human Services

Office Use Only			
Amount Paid \$ _____	Date ____/____/____	Receipt Number _____	Received By: _____

Mail application to:

Haywood County DHHS
Attn: Environmental Health
157 Paragon Parkway - Suite 200
Clyde, NC 28721

Phone: (828) 452-6682 Fax: (828) 452-6791

TFE forms and fees that are turned in late will not be accepted. Completed TFE application and fee must be turned in no later than 15 calendar days before the event

As defined in 15A NCAC 18 A.2651 (20) DEFINITIONS: “temporary food establishment” means a food establishment that operates for a period of time not to exceed 21 days in one location, affiliated with and endorsed by a transitory fair, carnival, circus, festival, or public exhibition. Food establishments that operate in the same event location for more than 21 days per calendar year are not eligible for a temporary food establishment permit. Domestic yard sales and businesses such as auctions, flea markets, or farmers markets are not eligible for a temporary food establishment permit.

PERMITTING CONDITIONS

- A Temporary Food Establishment must operate in conjunction with a public event such as a fair, festival, or carnival.
- The Temporary Food Establishment must operate on the property of the public exhibition.
- A person or facility holding a permanent foodservice permit that prohibits outdoor cooking or serving stations may not be issued a Temporary Food Establishment Permit on their own property. This prohibition also applies to subcontractors or persons receiving supplies or equipment from the permitted foodservice facility.

Exemptions

The following foodservice operations will not require a permit or need to be monitored by the Health Department:

- Non-profit where food or drink is prepared or served for pay no more frequently than once a month for a period not to exceed two consecutive days. Non-profit status must be proven with a letter of non-profit status.
- Facilities where only drinks are put together, portioned, set out, or handed out using single service containers that are not reused on the premises.
- Facilities where only items such as dip ice-cream, popcorn, candy apples, cotton candy, funnel cakes, packaged items (chips or peanuts), or soft pretzels are served.

NC Permitted Mobile Food Units (MFU/Food Truck)

These units must have current NC permits to operate and they **must comply with all the requirements of their permit** when operating at the event, including:

- NC Permit must be posted so that it can be read by customers.
- Food must come from the commissary identified on the permit.
- The MFU must return daily to its commissary for supplies, cleaning, and servicing. (If MFU cannot return to commissary, TFE permit and fee will apply.)

If it is impossible for the Mobile Food Unit or Push Cart Permit requirements to be met, the permit will be invalid. The vendor will not be allowed to operate at the event unless the Temporary Food Establishment requirements detailed within this document are met and a Temporary Food Establishment Permit is obtained.

Questions?

Contact the Haywood County Environmental Health at (828) 452-6682 between the hours of 8:00 a.m. & 5:00 p.m. Monday through Friday