Event Name:	
Coordinator Name:	
Phone:	Email:
Location of Event:	
Date(s) of Event:	
Time(s) of Event:	

SINGLE EVENT TEMPORARY RESTAURANT LICENSE APPLICATION

Submit the proper fee with the completed application *7 days prior* to the event.

1. **Food Booth/ Restaurant Name:** _____

   Person in Charge of Booth: _____

   Phone: _____ Email: _____

   Mailing Address: _____

MENU: (List all food items, including toppings. Attach an extra sheet if needed)

Food Item	**HOT/COLD**	**Cooking Location/ Method**
Ex: Chicken rice soup	Hot	Ingredients mixed and cooked in kettle at event

Advance Preparation:

All food must be prepared in a facility approved by Health Services or the Dept. of Agriculture or at event. For any foods prepared before the event, describe how the food will be cooked and rapidly cooled (include container type, food depth, and equipment)? Some foods requiring extensive cooling and reheating may be prohibited.

NO HOME-PREPARED FOODS ARE ALLOWED

2. **Food Temperature Control:** How will you provide for proper food temperature control?

   a. Transportation (temperature and contamination control)

Describe: _____

_____

   b. Cold-holding devices (e.g., refrigerators, coolers)

Describe: _____

_____

   c. Hot-holding devices (e.g., warmer, steam table, heat cabinet)

Describe: _____

_____

   d. Rapid reheating devices and procedure (e.g., stove, oven, burner)

Describe: _____

_____

   e. Cooking devices (e.g., outdoor grill, griddle, electric burner)

Describe: _____

_____

3. **Leftovers:** What will you do with leftover food?

Describe: _____

4. **Food Supplier(s):**

_____

_____

_____

ALL FOOD UTILIZED MUST BE OBTAINED FROM AN APPROVED FOOD SUPPLIER

5. **Water and Ice Source:**

_____

ALL WATER UTILIZED MUST BE OBTAINED FROM AN APPROVED PUBLIC WATER SUPPLY

6. Hand Washing Facility:

Hand-washing Facilities (Must be set up before any food preparation takes place)

Describe:

_____

_____

_____

7. Sanitizer:

Type of Sanitizer to be used

☐ Chlorine Bleach ☐ Quaternary Ammonia ☐ Other: _____

☐ Test Strips for sanitizing solution

If using bleach, use this guide to assist in making solution to the proper concentration

Bleach Strength (% Sodium Hypochlorite)	Amount of Bleach	Amount of Water	Resulting Solution
7.5% – 8.25% (Concentrated regular bleach)	**1 teaspoon**	1 Gallon	~50 ppm
5.25% – 6.25% (Standard regular bleach)	**1 teaspoon** to ½ **tablespoon**	1 Gallon	~50–65 ppm

8. Other Required:

- ☐ Food Handler Cards
  (At least one person involved in the preparation or service of food who has a valid certificate of program completion must be present at all times during the operation of the facility)
- ☐ Probe Thermometer to check food temperatures (Range of 0°-220°F)
- ☐ Refrigerator Thermometer in every cooler/refrigerator unit
- ☐ Employee Illness Policy

9. Anticipated Meal Service:

☐ <50 ☐ 51-100 ☐ 101-250 ☐ 251-500 ☐ 500+

10. Booth Construction: (if utilizing an existing facility space skip to next section)

Type of Overhead Protection Provided:

_____

Type of Floor Provided:

_____

Type of Screening Provided:

_____

11. Facility Infrastructure: Does the site/unit provide any of the following:

- ☐ Restrooms (employee/ patron)
- ☐ Handwashing (separate from restroom)
- ☐ Potable Water
- ☐ Wastewater Disposal

If no to any above, how will you address these items?

Describe: _____

_____

_____

12. If using a commissary or established food service facility for food preparation prior to event:

FACILITY USED FOR (OFF-SITE) FOOD PREP, STORAGE, AND UTENSIL WASHING:

Facility Name: _____

Address: _____ Phone: _____

*A commissary agreement may be required

Applicant Signature: _____ Date: _____

Return Application and fees:
Malheur County Environmental Health
251 B Street West Box #9
Vale, OR 97918

Email: ehsupport@malheurco.org
Phone: (541) 473-5186

Oregon Food Sanitation Rules

OAR 333-150-0000

EMPLOYEES

Any person with a communicable disease, vomiting, abdominal cramps or diarrhea must not work in food service until s/he is completely free from symptoms. Food employees with undiagnosed vomiting or diarrhea must be excluded for 24 hours. All employees must wash their hands before starting work, after using the toilet and as often as necessary. Employees may not use tobacco or eat in the food preparation area or while serving food.

TOILET FACILITIES

Toilet facilities must be made available for all employees.



HANDWASHING SET UP

Set up hand washing facility FIRST! This must be done before handling food and utensils.

Use a sink with warm running water or provide at least a five-gallon container of warm water with a dispensing valve that provides a constant flow of water when opened. A container must be provided to catch the wastewater. Provide dispensed soap, paper towels and a wastebasket. Do not use cloth towels to dry hands.

FOOD SOURCES

Food must either be prepared on site or purchased from an approved source. An alternative to preparing the food on site is to prepare the food in an approved kitchen such as a licensed restaurant. Home-prepared foods must not be stored in the food booth or served to the public.

Benevolent organizations may sell home baked goods if a sign stating "baked goods are not from a licensed kitchen" is clearly posted. Home-baked goods cannot be potentially hazardous foods such as pies with cream or custard fillings.

WATER/ICE

All water and ice used in the food booth must be from an approved public water system. A food booth may also use commercially bottled water. Food grade hoses must be used.

FLOORS

Flooring or ground covering must be used to reduce dust when not operating on concrete or pavement.

POTENTIALLY HAZARDOUS FOODS

Potentially hazardous foods must be kept cold at 41 ^{O}F or colder or kept hot at 135 ^{O}F or hotter. Temperatures between 41 ^{O}F and 135 ^{0}F allow for rapid growth of bacteria that can make people sick. This temperature range is called the "Danger Zone".

FOOD TEMPERATURES

Use refrigerators or ice to store food cold (below 41 ^{O}F.). The container used must allow for water to drain away as ice melts (insulated cooler with drain plug). Keep enough ice available to keep the food surrounded by ice for the duration of the operation.

Use equipment capable of holding food hot (above 135 ^{0}F.). Open flames often fail and blow out. Be sure equipment will work and can hold food hot throughout the event. Monitor temperatures closely.

Cook raw animal products to the following internal temperatures:

- Poultry, stuffed meats, stuffed fish and stuffed pasta to 165 ^{O}F.
- Ground beef and other ground meats to 155 ^{0}F.
- Pork, eggs, fish and other potentially hazardous foods 145 ^{0}F.

A consumer advisory is required for facilities that serve raw or under cooked animal products, such as "burgers cooked to order".

THERMOMETERS

Probe-type food thermometers are required to test food temperatures when holding food hot or cold, or when cooking raw animal products. Use a small diameter probe to measure the temperature of thin foods, such as burgers and fish fillets. Thermometers are required in all refrigerators or coolers.

SANITIZERS

Chlorine bleach is most commonly used for sanitizing. Use 1—2 teaspoons of bleach per gallon of water. The chlorine concentration desired is 100 ppm. A quaternary ammonium sanitizer should be approximately 200 ppm.

DISHWASHING

A commercial dishwasher, a three-compartment sink or three containers big enough to accommodate the biggest piece of equipment can be used to wash, rinse and sanitize all equipment and utensils. When using a three - compartment system, wash equipment and utensils with hot soapy water, rinse with hot water, immerse in sanitizer and air dry.

Cloths used to wipe down work surfaces must be stored in an approved sanitizer when not in use. Change the solution frequently.

DISPOSAL OF WASTES

All garbage must be stored in covered, watertight containers. The garbage area must be clean and free of flies and rodents. Dishwashing or hand washing water must be disposed of at an approved wastewater disposal site, not a storm drain.