

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

Onslow County Health Department  
Environmental Health Section  
234 NW Corridor Blvd.  
Jacksonville, NC 28540  
Phone 910-938-5851      Fax 910-989-5819

**This application must be submitted to Onslow County Health Department at least fifteen (15) calendar days prior to the date of the event and a \$75.00 FEE PAID for the requested service. NON PROFITS ARE EXEMPT FROM SUBMITTING \$75.00 FEE**

Applicant's Name: \_\_\_\_\_ Title: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Applicant's Phone Number: (Daytime) \_\_\_\_\_ (Evening) \_\_\_\_\_

Owner/Operator of Food stand: \_\_\_\_\_

Is Operator a Non-Profit or Tax-Exempt Organization? Yes \_\_\_\_\_ No \_\_\_\_\_ **If yes, you must provide the letter from the IRS or NC Dept of Revenue that contains your 501 © 3 number specifying that you are tax exempt.**

Name of Food Stand: \_\_\_\_\_

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

Date(s) of Event: \_\_\_\_\_

Sponsor of Event: \_\_\_\_\_ Phone number \_\_\_\_\_

Location of Event: \_\_\_\_\_

Location of Food Stand (if known): \_\_\_\_\_

Menu of all foods and drinks to be sold: \_\_\_\_\_

\_\_\_\_\_

Food Supplier's Name: \_\_\_\_\_

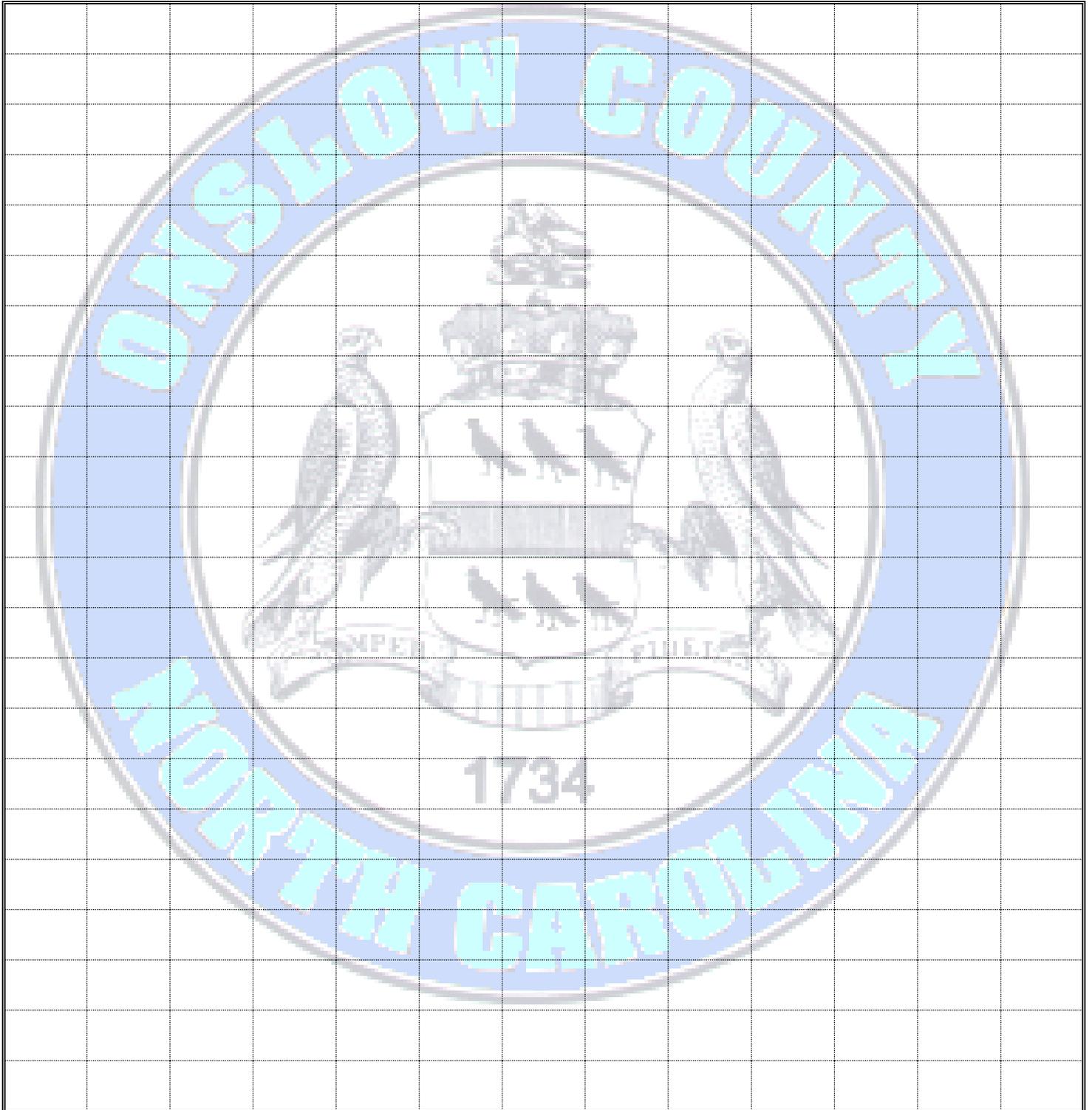
Supplier's Address: \_\_\_\_\_

**Draw a diagram of your food stand and equipment on the reverse side of this application.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## EQUIPMENT LAY-OUT

Draw in the location and identify all equipment including hand washing facilities, dishwashing facilities, ranges, grilles, other cooking equipment, refrigerator, hot and cold holding equipment, worktables, food/single service storage, etc. Indicate how you will protect food and utensils from flies, dust, dirt, etc. (Note: If you have a self-contained trailer and have a floor plan of the unit, you may attach it.)



## REQUIREMENTS FOR TEMPORARY FOOD ESTABLISHMENTS

All persons who sell food from a **TEMPORARY FOOD ESTABLISHMENT** are required to obtain a permit before beginning operations. Onslow County Health Department Environmental Health Specialists will be at the site of the event an hour prior to beginning/opening time. **ALL THE REQUIREMENTS LISTED MUST BE MET TO RECEIVE A PERMIT.** Those food stands that do not obtain a permit from the Onslow County Health Department will not be allowed to sell food. You may call the Onslow County Health Department, Environmental Health Section at 910-938-5851.

- 1) Temporary food establishments shall be located as far as possible from livestock exhibits or any area where excessive numbers of flies are prevalent.
- 2) Running water under pressure shall be provided from an approved sanitary water supply. Pipes and hoses must be labeled for potable water. All pipe connections must be elevated above the ground.
- 3) Facilities for heating water to a temperature of 130°F for washing utensils and equipment shall be provided.
- 4) A single vat sink, large enough to wash cooking utensils, pots, and pans shall be provided. At least one drainboard or counter space must be available.
- 5) Handwashing facilities shall be provided for employees. The minimum requirements are: a container with turn or flip valve, liquid anti-bacterial soap in a pump dispenser, single use towels and a container located under the valve to receive the waste water.
- 6) Food or griddles exposed to the public or to dust or insects shall be protected by glass or otherwise on the front, top and ends.
- 7) Food, utensils and equipment shall be protected from insects, dust and other contamination. Fly protection shall be provided by screening or effective use of fans. Floors shall be easily cleanable and kept clean.
- 8) All equipment and food, except bulk storage facilities, must be inside the food stand at all times.
- 9) Refrigeration for potentially hazardous foods shall be provided in addition to the proper storage of other foods and equipment.
- 10) All establishments shall have air temperature thermometers in all refrigerators accurate to  $\pm 3^{\circ}\text{F}$ . A metal stem type thermometer accurate to  $\pm 2^{\circ}\text{F}$  must be available to check food temperatures.
- 11) All potentially hazardous foods shall be kept at 45°F or below or at 140°F and above at all times.

REQUIREMENTS FOR TEMPORARY FOOD ESTABLISHMENTS (cont'd)

- 12) All food served shall be clean, wholesome and free from adulteration. All food shall be obtained from sources that comply with all laws relating to food and food labeling and shall be properly identified
- 13) Hamburgers shall be obtained from an approved market or plant in patties separated by clean paper or wrapping material and ready to cook.
- 14) Poultry shall be obtained from an approved market or plant pre-processed and ready to cook.
- 15) Potentially hazardous foods such as cream-filled pastries and pies, and salads such as potato, chicken, ham, crab, etc., shall not be served.
- 16) All potentially hazardous foods shall be thawed during the cooking process, under refrigeration or under cold running water. **NO** potentially hazardous foods shall be thawed at room temperature (out of refrigeration).
- 17) Drinks shall be limited to packaged, canned or bottled drinks, packaged milk, coffee or carbonated beverages from approved dispensing devices.
- 18) A sanitizing solution shall be available with a concentration of 50 ppm chlorine. A solution of 50 ppm of chlorine may be made by adding 1-1/2 to 2 tablespoons of household bleach to a gallon of water.
- 19) All establishments shall have test strips for the purpose of testing the sanitizer.
- 20) All employees engaged in the preparation, serving or handling of food shall wear an effective hair restraint.
- 21) No person who has a contagious or infectious disease, wound or boil shall be allowed to work in the establishment in an area or capacity where there is a likelihood of transmission of disease to patrons or employees.
- 22) Garbage and refuse shall be collected and stored in approved containers by approved methods. Garbage and refuse shall be removed at least daily and disposed of in a sanitary manner.
- 23) All wastewater shall be disposed of in a manner approved by the Health Department.
- 24) Convenient and approved toilet facilities shall be provided for use by employees.

\* Food Stands that sell only ice cream, cotton candy, popcorn, candy apples, baked cakes, cookies, etc. and pre-packaged foods are not required to obtain a permit.