



POLK COUNTY ENVIRONMENTAL HEALTH
 850 MAIN STREET, DALLAS, OR 97338
 Phone: (503) 623-9237 ♦
 Email: environmentalhealth@co.polk.or.us

Application # _____
Date Received: _____
Receipt # _____
Received By: _____

TEMPORARY RESTAURANT LICENSE APPLICATION

(All applications and payments must be received at least **3 days prior** to the event.)

(This is not a food service license)

Restaurant / Organization: _____

Event Name: _____ **Location:** _____

Hours of Operation: _____ Date(s): _____

Applicant Name: _____ Contact Phone #: _____ Email: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

LICENSE FEES: (Any application received at an event will be charged a \$118.00 license fee)

- Temporary Restaurant License: 1 Day Event** \$55.00
- Temporary Restaurant License: 2-3 Day Event** (Consecutive days, same location)..... \$81.00
- Intermittent Temporary Restaurant License** (At least 2 events at the same location, arranged by different organizations, must be the same menu, valid for up to 30 days). **Requires a Plan Review****..... \$81.00
- Seasonal Temporary Restaurant License** (Event(s) at the same location, arranged by the same organization, must be the same menu, valid for up to 90 days). **Requires a Plan Review****..... \$81.00
- Oregon Licensed Mobile Unit** (3 Consecutive days, same location) Provide copy of MU License..... \$25.00
- Benevolent (Single event) (Tax exempt I.D # _____ Required)** \$42.00

****The Plan Review fee is \$100.00. Check with our office for more information.**

MENU: (List all food items)

Preparation

<u>Food item</u>	<u>Served</u>	<u>On-site/Off-site</u>	<u>Devices used for cold/hot holding/cooking</u>
_____	Hot <input type="checkbox"/> Cold <input type="checkbox"/>	_____	_____
_____	Hot <input type="checkbox"/> Cold <input type="checkbox"/>	_____	_____
_____	Hot <input type="checkbox"/> Cold <input type="checkbox"/>	_____	_____
_____	Hot <input type="checkbox"/> Cold <input type="checkbox"/>	_____	_____

Facility use for off-site preparation: (Must be a licensed facility. No home prepared foods are allowed.)

Facility name: _____ Contact person: _____

Business address: _____ Phone: _____

GENERAL REQUIREMENTS: (To be obtained before event)

- Food handler card (At least one person with a valid food handler card must be present at all times.)
- Probe thermometer to check internal food temperatures. (Range of 0 – 220 F)
- Refrigerator (spirit) thermometer in every cooler / refrigerator unit
- Hand washing station consisting of at least 5 gallons of warm water / soap / paper towels. **(Must be set up before any food preparation takes place.)**
- Sanitizer residual test strips for each type of sanitizer used.

Application is hereby made to operate the above temporary restaurant in compliance with the provisions of Oregon Revised Statutes, Chap. 624, and the Administrative Rules of the Oregon State Health Division pursuant thereto. As applicant, I understand I have the right to obtain a copy of the Temporary Restaurant Rules, and will relay them to the contact person in order to obtain compliance.

Applicant's Signature: _____ Date: _____

<p>For office use only</p> <p>Benevolent Consult: Phone <input type="checkbox"/> Counter <input type="checkbox"/> Date of Consult: _____ REHS: _____</p> <p>Comments: _____</p>
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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°F or colder or kept hot at 135°F or hotter. Temperatures between 41°F and 135°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°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°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°F.
- Ground beef and other ground meats to 155°F.
- Pork, eggs, fish and other potentially hazardous foods 145°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 AND DISHWASHING

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.