

Virginia Department of Health

Application for Temporary Restaurant Permit

Please Print

Today's date _____

Name of Organization or Individual: _____

Address: _____

Organization representative: _____

Phone Numbers: at work _____ at home _____

Event: _____

Event Location: _____

Dates of operation: _____

Time of operation: _____

Type of Food Facility: _____
(Beverage Wagon, Booth, Kitchen, Tent, etc)

Please provide the following information. Failure to provide the necessary information regarding your operation may delay the processing of your application.

Water Service: _____

Sewage Disposal: _____

Solid Waste Disposal: _____

Liquid Waste Disposal: _____

Hand-washing Methods	Condiments How served	List all utensils How cleaned Described Sanitizer	Refrigeration Type	List all cooking equipment
Example: Soap, water, towels	Example: Prepackaged Mustard, catsup, etc.	Example: Tongs, spatula, knife, ice scoop, (bleach and water sanitizer)	Example: Reach in refrigeration, cooler with ice	Example: Electric grill, steam table, deep fat fryer, hot plate

Please call this office prior to the event to verify the status of your application. Please notify this office of any changes in your application. (additional menu items, etc).

CERTIFICATION

I have read the attached instructions, understand them, and will comply with their requirements. I understand that failure to comply may result in a permit not being issued or permit suspension, as per the Commonwealth of Virginia, Board of Health, Food Regulations, 12 VAC 5-421-10 et. seq.

The fee for temporary food permits is \$20.00 per event, not to exceed \$100 per VDH fiscal year for any one vendor. Some non-profit organizations are exempted from this fee. Some local residents may receive a one-time exemption from the fee.

Signature

Date

REQUIREMENTS FOR FOOD PREPARATION OF NON-EXEMPTED EVENTS

(On site food preparation)

Apply for and obtain a permit from the local health department. Shall apply 10 days prior to the event to co-ordinate permitting and inspection of the site.

FOOD

No home canned or home processed foods are allowed. All foods and beverages must come from an approved source (restaurant, grocery, or wholesale).

TRANSPORTATION

Food must be transported in a sanitary manner. Those foods considered potentially hazardous must be refrigerated below 41°F, or held hot at above 135°F during transportation. Keep food covered.

STORAGE

- A. All food products and utensils (plates, cups, etc.) must be stored off of the ground. Pallets and empty boxes may serve as storage racks
- B. No food or drink items can be stored in direct contact with **UNDRAINED** ice

PREPARATION AND HANDLING

- A. Prepackaged foods are easier, safer, and more convenient.
- B. Potentially hazardous foods such as meat, fish, shellfish, poultry, dairy products, eggs, etc., must be kept colder than 41°F or hotter than 135°F (if allowed by your permit).
- C. Thermometers shall be provided to accurately monitor temperatures.
- D. All cooking and food preparation should be separated from public access to minimize contamination by patrons from coughing, sneezing, etc.
- E. Foods shall be served with tongs or single service items.

EQUIPMENT AND UTENSILS

- A. Operator must provide adequate equipment (coolers, etc.) for refrigeration and hot holding of foods.
- B. Adequate cleaning supplies must be provided: bleach and water for sanitizing equipment and utensils. Three pans must be available for Wash, Rinse, and Sanitize.

PHYSICAL FACILITIES

- A. Overhead protection is required over all food/beverage operations. An example is a tent, awning, or fly.
- B. Toilet facilities must be provided and conveniently located.

SOLID WASTE DISPOSAL

- A. All garbage/refuse must be placed in containers and properly disposed of during and after the event.
- B. Containers must be provided for liquid waste (hand-washing, etc). Drainage on the ground is prohibited. Buckets or sealed containers are acceptable.

PERSONAL HYGIENE

Suitable means for hand-washing must be provided.

1. Soap and water should be used
2. Bleach and water is acceptable and can be used to sanitize utensils.
3. If approved, chemically-treated towelettes and single-use gloves may be used.

WATER

Must be in approved/closed containers and from an approved source.

The local health department representatives will briefly check with you during the event to help monitor food temperatures and provide any assistance in which we can. We will make every effort to not interfere with your operation.

We look forward to working with each group to ensure a safe and wholesome event for everyone. If we can provide any assistance, please feel free to contact us at (276) 638-2311.