

\$75.00 PERMIT FEE PER FESTIVAL PER BOOTH REQUIRED
APPLICATION AND FEE DUE 14 DAYS PRIOR TO EVENT
TO THE HEALTH DEPARTMENT

APPLICATION FOR TEMPORARY FOOD ESTABLISHMENTS

As defined in 15A NCAC 18 A.2601 (26) DEFINITIONS: "temporary food establishment" means those food or drink establishments which operate for a period of 15 days or less, in connection with a fair, carnival, circus, public exhibition, or other similar gathering.

Event: _____ **Event Date(s):** _____

Name of Food Vendor Stand: _____

Owner, Operator, and/or Contact Person: _____

Mailing Address:

_____ *(permanent)* _____ *Street/Avenue*

_____ *City/Town* _____ *State* _____ *Zip Code*

Telephone #(s):

_____ *Daytime* _____ *Home/Evening*

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

Arrival Date & Set-Up Time: ____/____/____ 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)

1. How do you intend to keep food cold (45 degrees F or below)? _____ or hot (140 degrees f or above)? _____
2. Food must be purchased from approved sources, have food receipts available for inspection. No food shall be prepared prior to festival without local health departments approval.
3. List all food items you plan to prepare and serve and/or enclose a copy of your menu.

RULES MAY BE ACCESSED AT www.deh.enr.state.nc.us/ehs/rules.htm

Please make checks payable to: Haywood County Health Department

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

*Please mail application to:
(application must be received
14 days prior to event)*

**Haywood County Health Department
Environmental Health Division
1233 North Main Street, Annex II, Box 8
Waynesville, NC 28786
Phone: (828) 452-6682
Fax: (828) 452-6798**

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 nor 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 from the IRS.
- 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.

Mobile Food Units

These units already have permits to operate, but they **must comply with all the requirements of their permit** when operating at the event. This means that:

- the permit must be posted so that it can be read by customers.
- food must come from the commissary identified on the permit.
- the whole unit must return daily to its commissary for supplies, cleaning, and servicing.

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 Department at (828) 452-6682 between the hours of 8:00 a.m. & 5:00 p.m. Monday through Friday, and ask for Donna Brown, Norma Barrett or Marlene Skiver.