



MONROE COUNTY DEPARTMENT OF PUBLIC HEALTH Food Protection Program

TEMPORARY FOOD SERVICE

What is considered a temporary food service establishment?

A temporary food service establishment is a place where food is prepared or handled and served to the public, with or without charge, and which operates at a fixed location in conjunction with a single event or celebration of not more than 14 consecutive days duration.

Where can I get the permit application?

Applications may be found on the [Monroe County Website](#) and can also be requested by emailing food@monroecounty.gov.

Who needs to get a temporary permit?

Individuals or groups planning to hold events that are open to the public must obtain a permit. Our department requires that a temporary food permit be obtained for each food booth in operation during the event.

Why is it necessary to apply for a permit?

Temporary food permits are required by law. The State Sanitary Code states that "A temporary food service establishment shall obtain and display a valid permit from an issuing official authorized by the State Commissioner of Health".

REQUIREMENTS TO OPERATE

- Fill out a **Temporary Food Service application**, and submit it with the appropriate fee at least 10 days before the event (a late fee will be applied if submitted less than 10 days prior). Send to food@monroecounty.gov.
- At least one **Certified Food Worker** is needed at each booth if you are serving potentially hazardous food.
- A **metal stem thermometer** (0-220°F). Refrigerators must have a visible thermometer.
- Hand washing station** – The hand washing station must consist of a 5 gallon container with a spigot that provides a continuous flow of water. Soap, paper towels and a bucket to collect the dirty water is also needed.

- Wiping cloths** – A separate bucket of sanitizer must be present for rinsing/storing wiping cloths to be used on tabletops and counters. One teaspoon of liquid bleach added to one gallon of cool water is acceptable. Do not add soap to the water, because it ties up the chlorine making the solution ineffective. This water should be changed frequently during the day.
- All food preparation must be conducted under protection from environmental contamination within the booth or in an approved kitchen facility. **No home preparation or home canned food is allowed.**
- Smoking, eating, or drinking in booths while working is not allowed. All non-working unauthorized persons are to be kept out of the booth.
- Chemicals such as liquid bleach, detergents, and so forth must be stored and properly labeled in a separate area away from the food preparation and display area.
- Crockpots, steam tables, or other hot holding devices **must not be used** for heating up foods; they are to be used only for hot holding food at 140°F or above.
- Any person who is infected with a communicable disease, such as a cold, flu, or who has open sores or infected cuts on their hands, vomiting, or diarrhea, shall NOT work in any food service establishment.
- A leak-proof, non-absorbent refuse container must be available for garbage
- Liquid waste should not be dumped onto streets, storm drains, or onto the ground. Use a container to collect the dirty water and discard in a sanitary manner.
- Maintain hot foods at 140°F or above, and cold foods at 45°F or below at all times.** Provide adequate refrigeration and/or hot holding/cooking equipment.
- All food and boxes must be stored off the ground to prevent possible contamination.
- Avoid bare hand contact with prepared or ready to eat foods.** Use gloves, utensils or deli paper to eliminate bare hand contact with ready to eat food.
- Keep the time between preparation and serving as short as possible.
- Hair restraints are needed in the food preparation, cooking, and serving areas.
- Ice used for cold holding or consumption must be from an approved source. Ice used for cold holding of bottles, cans and prepackaged foods **must not** be used in beverages.

For additional information on proper food handling procedures, please refer to guidance documents on our website at www.monroecounty.gov/eh-food

- [Food Safety Temperature Guide](#)
- [Food Sampling & Tasting at Public Events](#)