

Application for a License to Conduct a **Temporary:** (check only one)

Food Service Operations

Retail Food Establishment

**INSTRUCTIONS:**

1. Complete the application.
2. Sign and date the application.
3. Make your payment to: **Kenton Hardin Health Dept**
4. Return to: **175 W Franklin St, Suite 120  
Kenton, OH 43326**

Phone: 419-673-6230

Website: kentonhardinhealth.com

khhd@co.hardin.oh.us

Before this license application can be processed the application must be completed and the indicated fee submitted. Failure to complete this application and remit the proper fee will result in not issuing a license. This action is governed by Chapter 3717 of the Ohio Revised Code.

Name of Temporary Food Facility:			
Location of Event:			
Street Address of Event:			
City:	State	Zip	Email:
Start Date:	End Date:	Operation Times:	
Name of Licensee:			Phone Number:
Address of Licensee:			
City:	State:	Zip	Email:
List all foods being served/sold:			
_____			
_____			
_____			

I herby certify that I am the license holder, or the authorized representative of the temporary food service operation or temporary retail food establishment indicated above:

\_\_\_\_\_  
SIGNATURE:

\_\_\_\_\_  
DATE:

**Licensors to Complete Below:**

Valid Dates:	License Fee:
Approved By:	Date:
Audit Number:	License Number:

Application approved by license as required by Chapter 3717 of the Ohio Revised Code.

As Per AGR 1271 (Rev. 11/00)

As Per HEA 5331 (Rev. 11/00)

List every food to be offered for sale	List establishments where food ingredients will be obtained	List cold holding food units (Maintain potentially hazardous foods at 41f or below)	List hot holding food units (Maintain potentially hazardous foods at 135f or above)

**TEMPORARY FOOD SERVICE OPERATION FACILITY LAYOUT AND SPECIFICATIONS**

Will Foods be prepared at the temporary location? ___ Yes or ___ No If no, where will the food be prepared?	
How is the prepared food protected from contamination by the consumer? (i.e. food displayed wrapped; a sneeze guard is provided; food is kept back, away from the consumer serving area)	
What is available for hand washing for your food handlers?	
How wily o prevent bare hand contact with ready to eat foods? ___ disposable gloves ___ utensils ___ deli tissue ___ other(specify)_____	
Is water supplied at the temporary location? ___ Yes or ___ No If no, what is the water supply?	
How / Where is waste water disposed?	
What is supplied for garbage/refuse storage?	How frequently is it removed?
Are toilet facilities available? ___ Yes or ___ No If Yes, where?	
IF YOU ARE SERVING POTENTIALLY HAZARDOUS FOOD, YOU MUST HAVE AN ACCURATE FOOD TEMPERATURE MEASURING DEVISE, I.E. THERMOMETER, AVAILABLE.	

**LAYOUT OF THE TEMPORARY FOOD SERVICE OPERATION**

This sketch is to include labeled equipment and a statement of the surface materials (floors, walls, ceiling).

## TEMPORARY FOOD SERVICE OPERATION EXPLANATION OF RULES:

**Before you may sell food for a fee or a required donation (i.e. a posted price) to the public,** you must first have your food service facility reviewed and licensed by a Kenton-Hardin Health Department sanitarian to be certain that it complies with all applicable Ohio rules. Cottage Food products sold at events other than farm markets, farmer's markets, licensed food service operations and retail food establishments or the home property where they were produced, require a license.

### All cottage foods are required to be individually labeled with the following:

1. The name and address of the business of the Cottage Food Production Operation.
2. The name of the food product.
3. The ingredients of the food product, in descending order of predominance by weight.
4. The net weight or net volume of the food product.
5. The following statement in ten-point type: **This Product is Home Produced.**

### Steps necessary to obtain a temporary food service license:

1. Make contact with a sanitarian of the Kenton-Hardin Health Department, 175 W. Franklin Street, Kenton at least **10 days prior** to the anticipated operation of your facility.
2. Obtain a temporary food service application and create a drawing of the layout of the facility. Include pertinent information about the following:
  - a. Location.
  - b. Kinds of food to be served.
  - c. Equipment to be used.
  - d. Type and dimensions of the structure.
  - e. Facilities available including water supply, waste water disposal, and toilet accessibility.
3. Review your plans with the sanitarian and answer any questions concerning your proposed food service. Submit a completed application for approval with prepayment of the license fee of **\$56.00 per day** for a maximum of 5 days.
4. Make arrangements to have your food service operation inspected by the sanitarian.
5. You will obtain the license once your food service passes the inspection.
6. You may then begin selling food to the public.

### The following are minimum requirements for a temporary food service license:

1. A complete and factual drawing of the food service.
2. A self-contained food service. **All food intended for sale must be prepared in the temporary food service or come from another licensed kitchen.** Potentially hazardous baked goods prepared at homes without ODA home bakery licenses or in kitchens that do not have food service licenses may not be offered for sale.
3. Enough equipment to maintain the proper holding temperatures for perishable foods. A 0° F to 220° F metal stem, food thermometer must be provided to confirm that required temperatures are being met.  
Cold hold -- less than 41° F (food may not be stored in undrained ice)  
Hot hold -- greater than 135° F

4. A four-step manual cleaning method for utensils and equipment using a three-compartment system of plastic tubs or buckets as follows:
  - a. Wash in a hot detergent solution (which is kept clean).
  - b. Rinse in clean water.
  - c. Sanitize by soaking for at least ten seconds in an approved solution containing a minimum of 50 ppm chlorine. Approximately one capful (tablespoon) of regular household bleach per gallon of water is satisfactory. Test strips must be provided to be able to check for proper sanitizer strength.
  - d. Air dry items washed.
5. A safe and adequate water supply must be provided.
6. Toilet facilities conveniently located and accessible to workers at all times.
7. Hand washing facilities consisting of at least running warm water (pump or gravity system), soap and paper towels.
8. Proper storage for food and utensils to prevent contamination.
9. Adequately covered, washable trash containers.
10. At least 50 foot candles of light on all working surfaces.
11. Adequate waste water disposal in portable, covered containers to avoid creating a nuisance condition.
12. NO SMOKING during food preparation and serving.
13. Hair coverings such as hats or hairnets must be worn by those preparing food.
14. No bare hand contact of any ready-to-eat foods or food contact surfaces. Items such as gloves, napkins, spoons, scoops, or tongs must be used when handling food that won't be cooked further before being eaten.

# KENTON HARDIN HEALTH DEPARTMENT

175 W Franklin Street, Suite 120, Kenton, OH 43326

Phone: 419-673-6230 Fax: 419-673-8761 email: khhd@co.hardin.oh.us

Website: kentonhardinhealth.com

## **\*\*Minimum Requirements for Temporary Food Stands\*\***

### **ALL FOOD HANDLERS MUST WEAR GLOVES AND BALL CAPS or HAIR NETS**

#### **Hand Washing Facilities**

1. **Hot Water** must be provided, the use of a hot plate or coffee pot is recommended.
2. **Hand Soap** shall be provided and readily available (bar or liquid soap).
3. **Wash Basin** shall be provided for hand washing only.
4. **Paper Towels** must be used for hand drying, the use of cloth towels is prohibited.

#### **Utensil Washing**

1. All food contact utensils must be thoroughly washed and sanitized using an approved chemical sanitizer, such as liquid chlorine bleach (non-scented household bleach) 100ppm or iodine/iodophor 12.5ppm sanitizer.
2. Utensils shall not be washed in the same facilities used for hand washing.
  - a. Three (3) separate basins for utensil washing shall be provided for hot detergent wash, clear water rinse, and sanitizing rinse.
  - b. Use approximately 1 capful of bleach per gallon of water for sanitizing purposes.
3. All sanitizer that is used must be verified with the corresponding test strips. For bleach and quaternary ammonium 100ppm is acceptable. For iodine 12.5ppm is acceptable.

#### **Wiping Cloths**

1. A separate container of a sanitizing solution must be used for rinsing and storing wiping cloths, must be 50ppm chlorine verified with corresponding test strip. Wiping cloths may be used on table tops, counters, etc.

#### **Heating/Cooking or Refrigeration of Foods**

1. When cooking or re-heating: food temperatures must be at least 165 degrees F.
2. Reheated foods must be heated quickly to at least 165 degrees F
  - a. **DO NOT** use crock pots, steam tables, or any other hot holding device to heat or cook food.
3. Hot food shall be kept at a temperature of at least 135 degrees F. Provide a metal stemmed thermometer to monitor the temperature.
4. Refrigerated foods must be kept at 41 degrees F or less. Provide a thermometer to monitor temperature.

**NOTE: ANY FOOD FOUND NOT MEETING THE ABOVE TEMPERATURE CRITERIA IS SUBJECT TO EMBARGO OR DESTRUCTION.**

#### **Drink Ice**

1. Drink ice must be kept for drinking purposes only. Do not store food or other items in this ice.

#### **Food Protection**

1. Keep food preparation area in back of stand away from customers.
2. Keep food covered; also keep plates, bowls, and cups inverted to prevent food
3. Absolutely no smoking in food preparation area.
4. Wash hands after using rest room, coughing, sneezing or smoking.
5. All food and food items must be kept a minimum of 6 inches off the ground.

#### **Waste Water Disposal**

1. Collect waste water and properly dispose into a waste water or public sewer system.

#### **Display your License in View of the Public**