Geauga Public Health Temporary Food Service Operation and Retail Food Establishment Application

A temporary food service operation (TFSO) or a temporary retail food establishment (TRFE) must obtain a license from Geauga Public Health prior to the event at which the TFSO or TRFE is to be operated. A TFSO or TRFE is a site where food is prepared or served for a charge or required donation and is operated at an event for no more than five consecutive days.

❖ You must submit the completed Temporary Food Application packet at least ten (10) business days prior to the event.
❖ Temporary Food Service License will be issued at the time of inspection
❖ No refunds will be granted
❖ Temporary Food Service Licenses are valid for the duration the event, but no longer than 5 consecutive days.
❖ There is a maximum of 10 temporary licenses permitted during a licensing year. From February 28th to March 1st of the following year.
❖ A Person-In-Charge must be available during all times of operation
❖ All food must be prepared on site on the day of the event. NO FOOD PREP AT HOME!
❖ All food must come from an approved source (i.e. grocery stores)
❖ No cooking or cooling of food prior to event is permitted
❖ No eating, drinking, or using tobacco in the temporary.
❖ You must be ready for inspection prior to the beginning of the event
❖ If you have any questions prior to the event, contact Geauga Public Health at 440-279-1914.
❖ Geauga Public Health reserves the right to refuse licensing of your temporary facility if safe handling requirements are not met at the time of inspection.

Service times

<table>
<thead>
<tr>
<th>What time will you be setting up?</th>
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<tbody>
<tr>
<td>What time will you be ready for inspection?</td>
</tr>
<tr>
<td>What hours will you be operating?</td>
</tr>
<tr>
<td>How many days will your operation be open?</td>
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Temporary layout

Draw a diagram showing how your temporary food service or food establishment will be set-up for operation. Please ensure that the drawing is legible and accurate.

Example:

![Diagram of temporary layout]

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Key

- A. Food Prep
- B. Food Storage
- C. Hot/Cold holding
- D. Hand washing
- E. Garbage/trash disposal
- F. Utensil/equipment washing
- G. Toilet facilities
- H. Water supply
- I. Waste water disposal
Checklist
Check off all that applies, these items must be present before licensing.

Thermometer
☐ Digital
☐ Dial Face (0F to 220F)
☐ Not serving temperature sensitive items. Not applicable

Hand washing station
The hand sink must have soap, warm/hot water and paper towels.
☐ Insulated Thermos-style container with free-flowing spout and catch basin for waste water
☐ Portable hand sink
☐ All products are pre-packaged and there is no food handling. Not applicable.

Dishwashing station
You must provide three containers large enough to immerse your dishes & utensils. Check off they type of dishwashing set up you will have.
☐ Dishpans
☐ Buckets
☐ Portable 3 compartment sink
☐ No food preparation, all products are pre-packaged. Not applicable.
☐ Other, describe: ____________________________

No Bare hand contact with food. Check off how you intend to prevent bare hand contact.
☐ Disposable, single use gloves. No latex gloves
☐ Utensils
☐ Deli tissue
☐ No food preparation, all products are pre-packaged. Not applicable.
☐ Other, please describe:

Hair cover
All employees must have their hair properly covered.
☐ Hats
☐ Hair nets
☐ Beard Nets
☐ Other, please describe:

Potable water for hand washing and dishwashing must come from an approved source.
☐ Provided by the festival/event organizer
☐ Municipal water will be brought to the site in clean food grade containers.
☐ Other (No un-tested well-water), please describe: ______________________________

Warm water for hand washing and dish washing
☐ Electric coffee maker
☐ Provided by the festival/event organizer
☐ Water will be warmed on a grill or stove
☐ Other, please describe:

How will you maintain cold food at 41F or less and hot food at 135F or greater during transportation and service?
☐ Not serving any temperature sensitive items. Not applicable.

Transport

☐ Cooler with ice  ☐ Insulated containers
☐ Mechanical refrigeration  ☐ Cambros

Service

☐ Cooler with ice  ☐ Grill
☐ Mechanical refrigeration  ☐ Steam tables/ roasters
☐ Insulated containers  ☐ Others, please describe:
☐ Cambros

☐ Grill
☐ Steam tables/ roasters
☐ Others, please describe: ________________________________

Temporaries are not permitted to set up on grass. How will this be prevented?

☐ Asphalt/concrete
☐ Plywood
☐ Other, please describe: ____________________________________________

How will food be protected from contamination from the environment and people?

☐ Tent
☐ Protective structure
☐ Event is indoors
☐ Food is 6 inches off the ground.
☐ Food will be covered or have sneeze guards.
☐ Other, please describe: ____________________________________________

Fees

☐ Commercial $70.00
☐ Non-profit $35.00

______________________________________________________________

I hereby certify that the information provided to Geauga Public Health is accurate and correct.

I agree to follow all of the previously listed requirements contained within this packet while licensed by Geauga Public Health in order to operate a Temporary Food Service or Temporary Food Establishment.

I fully understand that any deviation from the above information without permission from Geauga Public Health may nullify final approval.

If you are unsure if your event requires a license, please contact Geauga Public Health to determine if a license is required, prior to submitting application and fee.

Signature: __________________________________________ Date: __________________

Printed Name: __________________________________________

Email: ____________________________________________