



## 2020 Special Event Food Service License Application

*A special Event food service establishment which is used in conjunction with celebrations and special events, and which operates no more than ten days each calendar year.*

### APPLICANT INFORMATION

Food Stand Name: \_\_\_\_\_  
 Owner Name: \_\_\_\_\_  
 Owner Email: \_\_\_\_\_  
 Mailing Address (city/state/zip): \_\_\_\_\_  
 Person in Charge at Event: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

### EVENTS PARTICIPATING IN 2020 *(please list all events for 2020)*

	Name of Event	Location of event	Date(s) operating	Time(s) Operating
* 1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____
8.	_____	_____	_____	_____
9.	_____	_____	_____	_____
10.	_____	_____	_____	_____

Is this your 1<sup>st</sup> Special Event Food Service License Application in 2020 YES  NO

### LICENSE CATEGORY & FEE SCHEDULE

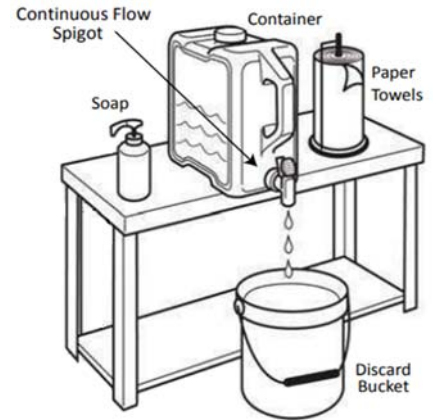
<input type="checkbox"/>	*Food Establishment	Day One of 2020 (one-time fee)	\$87.00	\$_____
<input type="checkbox"/>	Food Establishment	# of additional days 2020 _____	\$29.00	\$_____
<input type="checkbox"/>	Non-profit	Must present proof of status	\$0.00	\$_____
<input type="checkbox"/>	Beverage Only	No on-site preparation	\$50.00	\$_____
<input type="checkbox"/>	Late Fee	Less than 14 but more than 2 days before the event	\$10.00	\$_____
<input type="checkbox"/>	Late Fee	2 calendar days or less before the event	\$30.00	\$_____
		<b>TOTAL</b>		<b>\$_____</b>

**Fees are non-refundable and non-transferable.** Washington County accepts, cash, checks and credit cards (Visa, MasterCard & Discover). Online payment is available at: [www.washington county.mn.us](http://www.washington county.mn.us)

Application approval and a posted license are required for all of the above categories, including non-profit establishments.

**HANDWASHING** *Handwashing facilities are required. Choose one of the following methods:*

- Gravity device supplied with running water a faucet, soap, paper towels
- Sink available in stand with running water, soap, paper towels



How will you minimize direct hand contact with ready-to-eat foods?  
 \_\_\_\_\_

**WATER SUPPLY & WASTE WATER**

Water supply may not come from a residential well. It must be obtained from an approved public water supply system. Water can NOT be supplied through a garden hose. Water must be supplied with a food-grade hose that is approved for drinking purposes. The hose must be flushed and sanitized before use. The water inlet must be protected from contamination and designed so a non-potable service connection cannot be made. Waste water shall be discharged into a sanitary sewer system or approved septic system. Disposal by throwing or dumping the waste water on the ground or storm sewer is NOT permitted.

What is the source of water supply for the event? \_\_\_\_\_

What is the method of disposal for waste water at the event? \_\_\_\_\_

**FOOD / BEVERAGES SERVED**

List all items on menu. Identify source, for example, name of grocery store. Home prepared food are NOT permitted. Attach additional sheet if more space is necessary. Attach menu if available.

Menu item:	Source:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Food preparation, such as washing or cutting of produce, is NOT permitted on-site and must be done in a licensed or approved facility such as a restaurant, school or church.**

When and where will the food be prepared? \_\_\_\_\_

How will the food be transported? \_\_\_\_\_

## FOOD & BEVERAGES SERVED CONTINUED

**COLD HOLDING EQUIPMENT:** (List and Describe) *Potentially hazardous food must be held and delivered at 41°F or less. Mechanical refrigeration is required for events longer than 4 hours. Dry ice/blue ice may be used for events shorter than 4 hours.*

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**COOKING EQUIPMENT:** (List and Describe) *Potentially hazardous foods must be cooked to a minimum internal temperature of: Fish 145°F, Beef/Pork 155°F or Poultry 165°F. A thermometer must be available to verify temperatures.*

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**HOT HOLDING EQUIPMENT:** (List and Describe) *Hot, potentially hazardous foods must be cooked to proper temperature and held at 135°F or above. Crock pots are prohibited for cooking and/or hot holding. A thermometer must be available to verify temperatures.*

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## WAREWASHING

*Only single service, disposable eating and drinking utensils may be used unless approved permanent dishwashing facilities are available. Provide three basins for utensil washing. The procedure for manual utensil washing is:*

**WASH**  
in warm soapy water



**RINSE**  
In clear water



**SANITIZE**  
at least one minute in sanitizing solution



**AIR DRY**  
towel drying is prohibited



Choose one of the following warewashing methods

\_\_\_\_\_ Three (3) Bucket System

\_\_\_\_\_ Three (3) Compartment Sink located **IN-STAND**



**GENERAL MATERIALS**

**HAIR RESTRAINTS:** List and Describe

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**SANITIZER BUCKETS:** List and Describe

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**TOILET FACILITIES:** List and Describe

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**FLOOR and CEILING:** List and Describe

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**APPLICANT SIGNATURE**

Based on the information provided herein, I understand that a temporary food license is required for this event. I further understand that my application will be considered only for the food and beverages specified. The **DEPARTMENT** must be advised of any deviations or changes to the menu.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**PLEASE DO NOT WRITE BELOW THIS LINE – FOR OFFICE USE ONLY**

This application is approved only for the operation as specified above. Additional approval is required for any deviations.

\_\_\_\_\_  
Environmental Health Specialist

\_\_\_\_\_  
Date