

**Tuolumne County**  
**Community Development Department – Division of Environmental Health**

**Office**

48 W. Yaney Ave. (4<sup>th</sup> Floor, ANF Building)  
Sonora, CA 95370  
(209) 533-5633

**Mailing Address**

2 South Green Street  
Sonora, CA 95370  
Fax: (209) 533-5909

**TEMPORARY FOOD FACILITY PERMIT APPLICATION**

1. Expired applications cannot be processed. **This application expires December 31<sup>st</sup> of current year.**
2. Please complete this application and return it to the Event Coordinator if one is available. **The Environmental Health Division cannot accept applications directly from food vendors when an Event Coordinator is available.**
3. Applications received with the incorrect payment amount cannot be processed and will therefore be denied. Fees are payable to Community Development Department (CDD). Cash accepted at our counter is to be in exact change. Personal checks are accepted. Visa and MasterCard are accepted with a 2.7% service fee.
4. **Applications received from an Event Coordinator or directly from a food vendor less than 14 days before an event cannot be processed.** Exceptions apply to ongoing events with a duration of 3 months or longer, such as farmers' markets and concert series, where new vendors join after the event has started. Those applications are to be received from the Event Coordinator at least 4 working days before the vendor intends to join the event.

**FEES**

**Please Select One:**

Non-profit or Veteran's Exemption

**Attach** proof of non-profit status or DD214. Veteran is to be the sole owner of the business and a business filing is to be provided to reflect this. Veteran's exemption may not be used for the sale of alcohol.

1 Event, same menu

\$122.25

2-5 Events, payment in advance, same menu

\$137.5 Expires 12/31/each year

6-10 Events, payment in advance, same menu

\$183.75 Expires 12/31/each year

Fees paid are based on the number of events, and not on the number of days of participation. Fees are non-refundable. Fees and permits are non-transferable to other vendors.

**FOR OFFICE USE ONLY**

**Amount Paid \$:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Receipt #:** \_\_\_\_\_

## CONTACT INFORMATION

Name of Food Booth: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email: \_\_\_\_\_

## EVENT INFORMATION

### **1.**

Name of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Dates & Time of Event: \_\_\_\_\_

Name of Person in Charge: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name of Coordinator: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### **2.**

Name of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Dates & Time of Event: \_\_\_\_\_

Name of Person in Charge: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name of Coordinator: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### **3.**

Name of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Dates & Time of Event: \_\_\_\_\_

Name of Person in Charge: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name of Coordinator: \_\_\_\_\_ Phone Number: \_\_\_\_\_

### **4.**

Name of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Dates & Time of Event: \_\_\_\_\_

Name of Person in Charge: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name of Coordinator: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**5.**

Name of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Dates & Time of Event: \_\_\_\_\_

Name of Person in Charge: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name of Coordinator: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**6.**

Name of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Dates & Time of Event: \_\_\_\_\_

Name of Person in Charge: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name of Coordinator: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**7.**

Name of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Dates & Time of Event: \_\_\_\_\_

Name of Person in Charge: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name of Coordinator: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**8.**

Name of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Dates & Time of Event: \_\_\_\_\_

Name of Person in Charge: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name of Coordinator: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**9.**

Name of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Dates & Time of Event: \_\_\_\_\_

Name of Person in Charge: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name of Coordinator: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**10.**

Name of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Dates & Time of Event: \_\_\_\_\_

Name of Person in Charge: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Name of Coordinator: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Please circle "Yes" or "No" and initial next to the statements below, indicating that you understand and will abide by them.**

If you answer yes to #1, please answer #3 and #6, confirm #19; and sign, date, and print name at the end of this application. **Please return the application to the Event Coordinator.**

1. My booth will have only prepackaged food which is safe at room temperature, and which will be opened only by the customer after the customer receives it. I will have no open samples.

Yes No \_\_\_\_\_  
Initials

If you answered yes to #2, please skip #4 and #5.

2. My booth will have open foods which are all safe at room temperature.

Yes No \_\_\_\_\_  
Initials

3. My booth will sell or give away the foods and drinks listed below, or I am attaching a menu instead of completing this list:

- |          |          |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |
| 7. _____ | 8. _____ |

4. The food in my booth requires temperature control to be safe. Please list below the equipment which will be used to keep food at temperature at the event and during transport:

- |          |          |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |
| 5. _____ | 6. _____ |

\_\_\_\_\_  
Initials

5. I understand that failure to have the ability to keep cold foods  $\leq 45F$  or hot foods  $\geq 135F$  will result in the closure of my booth by the Environmental Health Division.

Yes No \_\_\_\_\_  
Initials

6. The food which I will bring to give away or sell at this event has been stored and prepared only at permitted food facilities. I know that storing or preparing this food in a private home is not allowed, and I have not done this. The food

I am selling or giving away is from: \_\_\_\_\_

and has been prepared and stored at this permitted facility: \_\_\_\_\_

**I have attached a permit copy for each facility where my food was stored or prepared after purchase. Failure to attach a copy of this permit will result in denial of this application.**

\_\_\_\_\_  
Initials

7. I will set up a hand wash station and I will use it before handling any food or utensils. This hand wash station will be inside the booth which has any open foods, even if the only open foods are for sampling. Hands are to be washed at 100°F to 108°F and the spigot must stay open by itself. **Five (5) gallons** of water shall be provided per day for booths with high risk or potentially hazardous foods and **two and a half (2.5) gallons** of water shall be provided for booths with non-potentially hazardous foods. Flow is to be 1 gallon per minute. I know that my booth will be closed by the Environmental Health Division for lack of a hand wash station if my booth has any open foods. Please see the last page regarding how to set up a hand wash station. I will have a plumbed hand sink for events which last more than 3 consecutive days.

\_\_\_\_\_  
Initials

8. I will not handle ready-to-eat foods with bare hands. I will remove my apron when stepping outside of the booth. I will wash my hands upon re-entering the booth. I will not re-use gloves, and I will change them as needed and at least every 2 hours. I will pull my hair back, and I will wear a beard guard if my beard is at least ¼" long.

\_\_\_\_\_  
Initials

9. I will have access to **a plumbed 3-compartment sink** with a flow of 1 gallon per minute to wash, rinse, and sanitize utensils (cutting boards, knives, spoons, etc.) at least every 4 hours and as needed if these utensils are in contact with foods which need temperature control, and at least every 12 hours for utensils in contact with foods which do not require temperature control. I understand that items such as pots and steam table inserts are to be washed, rinsed, and sanitized once they are empty. I will wash, rinse, and sanitize every item which touches food before use. I will fully air-dry utensils after sanitization and before use. I will use only a permitted food facility, or the 3-compartment sink onsite.

\_\_\_\_\_  
Initials

10. I will bring extra utensils because the event is expected to last ≤ 4 hours, or my booth will be within 100 feet of a 3-compartment sink provided by the Event Coordinator. I will bring test strips for the sanitizer that I will use.

Sanitizer I will use is: \_\_\_\_\_.

\_\_\_\_\_  
Initials

11. I will bring a probe thermometer which is calibrated and accurate +/- 2°F and has a range of 0°F to 220°F.

\_\_\_\_\_  
Initials

12. If I bring a fryer, I will keep it inside the booth.

\_\_\_\_\_  
Initials

13. I will not cook outside of the booth unless I am using a barbeque. Barbeques are not to have overhead protection.

\_\_\_\_\_  
Initials

14. I will not use a barbecue for pots or pans. I understand that barbecues are for placing the food directly on the flames. I understand that I can have a covered pot on a flame outside, but that **removing the lid while outside is not allowed.** I understand that I will need to bring a hot plate or similar equipment in order to cook in a pot or pan which needs stirring, and that this needs to be done inside the booth.

\_\_\_\_\_  
Initials

15. I know that the Event Coordinator is not responsible for providing my booth with a backflow preventer should I decide to hook up to an onsite water supply. I will use a food grade hose and install a hose bib vacuum breaker downstream of every "Y" split or show the inspector an approved backflow preventer (not the same as a water filter) such as on a mobile food facility. All soda carbonators will have an ASSE 1022.

\_\_\_\_\_  
Initials

16. All self-service condiments that I bring will be in pourable, pump, or squeeze containers. I will have no open bowls for self-service. All of these condiments will have at least overhead protection and positive closing lids.

\_\_\_\_\_

Initials

17. I will supply only disposable eating/drinking utensils for diners. Utensils set out for self-service will be under overhead protection and will be stored with handles up in labeled cylindrical containers. I will not have unwrapped straws out for self-service.

\_\_\_\_\_  
Initials

18. I will provide a fully enclosed booth with pass through windows and a floor (no floor needed while on concrete or asphalt) during food preparation. I understand that I can have a 3-sided booth with a partial front only while I am: heating, frying, baking, roasting, popping, shaving ice, blending, steaming or boiling hot dogs, dispensing/portioning food which is safe at room temperature, slicing/chopping on a heated surface, or cooking to order using prepared ingredients. I understand that all other forms of food preparation, such as **slicing on a counter or stirring an open pot or pan, require a fully enclosed booth.** I further understand that additional or reduced measures of food protection may apply based upon the location. The lighting in my booth will be shatterproof.

\_\_\_\_\_  
Initials

19. I will identify the front of my booth, where customers order, with the **name** of my booth in lettering at least **3 inches** high, and the **city, state, and zip code** of my business or owner's address in lettering at least **1 inch** high. I will use lettering of a contrasting color to the background.

\_\_\_\_\_  
Initials

20. I understand that the Environmental Health Division may close my booth for excessive flying insects which I am unable to keep out.

\_\_\_\_\_  
Initials

21. I understand that the Event Coordinator is not responsible for disposing of **wastewater or fryer oil**. I will dispose of these as follows: \_\_\_\_\_

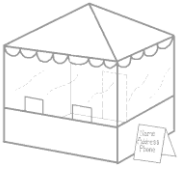
\_\_\_\_\_  
Initials

22. I will keep food protected from the public's sneeze line at all times. I understand that screen domes are ineffective for this, and that I need solid domes. I will not set out open food for self-service. I understand that the public is to be kept at least 3 feet away from open food and open utensils which are inside the screen booth, and I can accomplish this by relocating food inside the booth and by the use of barriers.

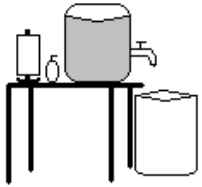
\_\_\_\_\_  
Initials

## BOOTH LAYOUT

- Please diagram the layout of the booth, including pass-through windows and hand washing station.
- Please list the material of the booth and floor.
- Please note #9 and #10 above before beginning diagram.
- Our Fire Prevention Division asks that each booth with cooking/heating equipment have a 2A10BC fire extinguisher, and that the booth mesh meet CPA1-84 standards.



**Enclosed Booth**



**Hand Wash Station**

I have read, understood, and completed this application. I understand that an incomplete application will be denied.

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*Applicant's Signature*

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*Date*

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*Print Name*