OFFICE OF ENVIRONMENTAL HEALTH
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Application to Operate a *Temporary* Food Service Facility in Talbot County

Authority: Health General Article §§21-305 through 21-311

Submit **Completed Form (**Pages 1 and 2**) at least 2 Weeks Prior to Event. Retain Pages 3 -6 as a reference.
Applications received with incomplete information or less than 5 business days prior to the event may be denied**

EVENT INFORMATION:

Name of Event:	Date(s) of Event:
Location of Event:	Set Up Date & Time:
Event Coordinator:	Event Coordinator's Phone Number:

APPLICANT INFORMATION (Who will be serving the food during the event?):

Applicant/Organization/Business Name:	Contact Person:
Mailing Address:	Daytime Phone: Cell Phone:
Email Address:	Fax Number:

I understand that failure to comply with applicable standards of COMAR 10.15.03 may result in the automatic suspension of the operating license (requiring all food operations to cease IMMEDIATELY), denial of future applications, and/or penalty provisions of COMAR 10.15.03.

Applicant Name (Print): _____

Applicant Signature: _____ Date: _____

*****HEALTH DEPARTMENT USE ONLY*****

☐ OK to Issue Permit ☐ Not Approved

Date Issued: _____ Reason: _____

□ Mail □ Pick-Up □ Email

EHS Signature _____ Date: _____

****PERMIT MUST BE DISPLAYED AND EASILY VISIBLE TO PUBLIC DURING EVENT****

Please answer the following questions:

List ALL Food and Beverages which will be served (OR Provide Menu):

1. What is the source of potable water to be used? ☐ Public water supply ☐ Bottled water
2. Source of ice (if applicable) _____
3. How will wastewater and grease be collected and disposed of? _____
4. How will the food be protected from the ground and overhead? _____
5. Will there be any raw or undercooked foods served? _____

   **If yes, a consumer advisory must be posted in accordance with COMAR 10.15.03.10 F (1-3). A copy of this regulation can be provided upon request. Note: If serving oysters- Please refer to page 3 in the guidelines.*

6. Where will foods be stored prior to the event? (***Foods must be purchased on the day of the event unless stored in a licensed food service facility. Provide Name and Address for any licensed facility used***)

   _____

7. Where will all foods for the event be prepared? (on site, approved food facility, etc)

   _____

8. Where will food for the event be purchased? _____
9. How will foods be transported to the event? _____
   (Ex: iced coolers, refrigerated truck, Cambro container, etc.)
10. How will you keep Cold Food Cold (41°F or below)? **List cold holding equipment.** _____

    _____

11. How will you keep Hot Food Hot (135° or above)? **List cooking and hot holding equipment.** _____

    _____

12. Select the hand washing facilities at your setup. ☐ Plumbed hand sink with soap and paper towels
    ☐ Cooler with locking spigot, hand soap, paper towels & catch basin
13. Select how utensils will be washed and sanitized? ☐ A plumbed 3 compartment sink
    ☐ Wash, rinse and sanitize tubs
14. What type of sanitizer will be used? ☐ Chlorine ☐ Quaternary Ammonium

Note: Hand sanitizer and/or disinfecting wipes are not acceptable methods of hand or utensil washing

Talbot County Environmental Health

Guidelines and Procedures for Temporary Food Service Facility License

COMAR 10.15.03.28 requires a person to obtain a food service facility license before operating a food service facility.

A temporary food service facility is classified in COMAR 10.15.03.02 as a special food service facility which the Department provides exceptions to certain regulations because of the nature of the following: the design and operation of the facility; food preparation or service methods; limited length of time that the facility operates in association with special events.

A temporary food service facility is defined as: a food service facility that operates at a fixed location in conjunction with a: fair; carnival; public exhibition; construction project; recreational facility; fundraising event; or similar gathering.

A temporary food service facility may not operate more than 14 consecutive days.

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1. Submit a completed Application for Temporary Food Service License **at least two weeks** before the event.

Applications are available at the Talbot County Office of Environmental Health at 215 Bay St., Suite 4, Easton, Maryland 21601, 410.770.6880 or at www.talbothealth.org.

2. Site location

The site location must be determined adequate by the Environmental Health Department and must be kept in a sanitary manner. If an actual structure is utilized it must be kept clean and in good repair. Overhead protection is required over all food, food containers and food preparation areas.

Lighting must be provided if food handling will be done in a dark enclosed area, or during nighttime operation.

Precautions must be taken to minimize dust in and around food preparation area.

The immediate vicinity should be adequately ventilated so that no noxious odors, smoke, or nuisance conditions exist.

Approval must be obtained from property owners and local zoning authority (Talbot County Planning and Zoning, Town of Easton, Town of St. Michaels, etc).

3. Food Sources

All foods, including water and ice, must be from an approved source (licensed, commercial facility), wholesome, and free from spoilage or other contamination.

Oysters must be purchased from an approved source. Oysters may not be purchased from a harvester, but must be purchased from a certified dealer. Oysters must have **shellstock tags** attached to the bag/container when purchased and these tags must remain with the product until sold. If tags are not provided, the product will not be considered from an approved source and may be detained or destroyed. Once the product is sold, the tags must be taken off of the bag/container and kept for **90 days**.

All foods must be prepared on site; food may not be prepared at a home kitchen and brought to the event. Food not prepared at the event must be prepared and stored at a licensed food service facility and transported at proper holding temperatures.

4. Food Handlers

Food handlers must be healthy (no open, infected wounds or communicable diseases: diarrhea, coughing, sneezing); they must wear clean clothing, minimal jewelry and effective hair restraints.

Food handlers are not permitted to use tobacco, chew gum, eat or drink while handling food.

5. Hand Washing

Hand washing station(s) must be provided at the site with soap and paper towels.

A portable sink, or a closed spigot type cooler filled with hot water and provided with a basin for catching wastewater are acceptable.

Hand washing is required before handling food, after contamination such as exchanging money, eating, sneezing, coughing, using toilet facilities, and before and between using gloves.

Hand sanitizer may be used, but cannot replace hand soap nor hand washing. Hands must be washed before preparation and after contamination.

Remember: Using plastic gloves is not a replacement for hand washing.

6. Food Protection

Food must be protected from contamination during storage, preparation, transport, and display.

All raw foods and raw preparation areas must be separated from cooked foods and cooked preparation areas.

Label and store all toxic items (cleaners, insecticide) away from food.

7. No Bare Hand contact with ready to eat foods

Clean utensils (or disposable gloves) are to be used when handling ready to eat foods (foods that will not have a cook step prior to service).

Hands must be washed first, and gloves should be changed between tasks and as often as needed.

Separate clean utensils must be used for cutting and handling all raw and cooked meats and poultry.

Use separate utensil for each food item.

8. Temperatures

Potentially hazardous cold foods must be kept cold, 41˚ or lower, in storage or on display. For outdoor events, ice may be used in place of mechanical refrigeration if properly drained.

Potentially hazardous hot foods must be kept hot – 135˚ or higher. For outdoor events, hot food may be stored in clean insulated containers as long as proper holding temperatures are maintained.

Food prepared in advance must be cooled properly for storage; from 135˚ to 70˚ within 2 hours, and from 70˚ to 41˚ within additional 4 hours. Ready to eat, PHF's for cold service cooled to 41˚ or below within 4 hours.

Foods that have been prepared in advance must be rapidly reheated to 165˚ or higher before being placed in a holding unit for service. Avoid a "slow warm up period"

Foods must be thoroughly cooked. The following is a list of the required cooking temperatures of some common foods: (Temperatures must be maintained for 15 seconds unless otherwise specified)

Critical Control Point	Food Item	Temperature
Cook	Poultry, Stuffed meats, Casseroles	165˚F or above
Cook	Ground meat products, injected meats (Ground beef, sausage, hot dogs…)	155˚F or above
Cook	Pork, Beef steak, Seafood, Shell eggs	145˚F or above
Cook	Commercially pre-cooked foods, fruits & vegetables for holding	135˚F or above
Hot Hold	All hot foods	135˚F or above
Cold Hold	All cold foods	41˚F or below
Reheat	All reheated foods	165˚F or above within 2 hrs.

Whole Roasts(beef, pork, ham, corned beef, venison, bison)	Minimal Internal Temp	Holding time at Specified Temperature (minutes)
	130˚F	121
	132	77
	134	47
	136	32
	138	19
	140	12
	142	8
	144	5
	145	3

Minimum oven temperature for roasts less than 10 lbs. is 250˚F
For roasts greater than 10 lbs., minimum oven temps are as follows: Dry heat: 350˚, Convection oven: 325˚, High humidity: (250˚)
Holding times may include post oven rise.
Roasts cooked according to one of the parameters above may be hot held at 130˚

9. A calibrated metal stem thermometer graduated in 2˚ intervals must be present for taking food temperatures. Additionally, thermometers must be present in refrigerator and freezer units.

A record of each recording should be kept.

10. Equipment

Food equipment must be made of non absorbent material, in good repair, clean and sanitized, and protected from contamination.

Provide storage off the ground for equipment and single service articles.

Equipment and utensils must be thoroughly cleaned and sanitized every four hours or more often as needed by:

Wash – Rinse - Sanitize - Air Dry

Provide three separate dish tubs, containers, or three compartment sink for dishwashing purposes.
The containers must be large enough to submerge equipment at least halfway.

Or

Provide extra clean and sanitized utensils to be changed every 4 hours or more frequently as necessary.

Any wiping cloths you are using during the service period should be stored in a sanitizer solution between uses.

Types of approved sanitizer are chlorine (bleach) at 50 ppm(dishwashing), 100 ppm for in place sanitizing and quaternary ammonia (blue tablets) at the concentration listed on the manufacture's label.

Matching chemical test strips are required to check the level of sanitizer.

11. Toilet facilities must be provided and maintained in a nuisance free manner away from food service areas.

12. Covered waste receptacles must be conveniently located. Liquid waste, trash and garbage must be disposed of in a sanitary manner and will aide in the control of rodents and insects. Waste water must be disposed of in a sanitary manner.

13. When special food service operations are held in conjunction with an approved facility, all food preparation shall be done in that facility.

14. An inspection may be required; the facility must be ready for operation at the time of the inspection.

Failure to comply with these health standards may result in permit suspension, denial of future events, or penalty provisions of the Code of Maryland Regulations 10.15.03.

COMAR 10.15.03 available upon request or can be found at:
http://www.dsd.state.md.us/comar/SubtitleSearch.aspx?search=10.15.03.*

If there are any questions, please contact Talbot County Health Department, Office of Environmental Health at 410.770.6880.

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