



LOW RISK TEMPORARY FOOD FACILITY APPLICATION

INSTRUCTIONS:

Review the Classifications and Temporary Food Facility (TFF) booth requirements listed in Table 1 below. Check the boxes provided for the highest risk type of food handled in your concession and mark this risk type in the Vendor Risk Classification space above. Complete Tables 2 & 3 regarding the operation and menu of the TFF with a drawing of the interior of the booth.

In addition to the application, please submit the following to the Environmental Health Department for approval and permit number:

- **Commissary Verification Form (if applicable)**
- **Agreement to Pay form**
- **Pay Late Fee (if applicable)**

This application is to be turned in no later than 2 weeks prior to the scheduled event to avoid late fees, and will not be accepted if less than 2 days prior to event.

Facility Number: **FA** _____ } **To be filled out by Environmental Health.**
 Booth Number: **PR** _____ } Use these numbers to register with the Event Coordinator

Name of Booth: _____ Booth Owner: _____

Owner Address (street, city, zip) _____

Email: _____ Contact Phone No. _____

Vendor Risk Classification: _____ (See Table 1 below)

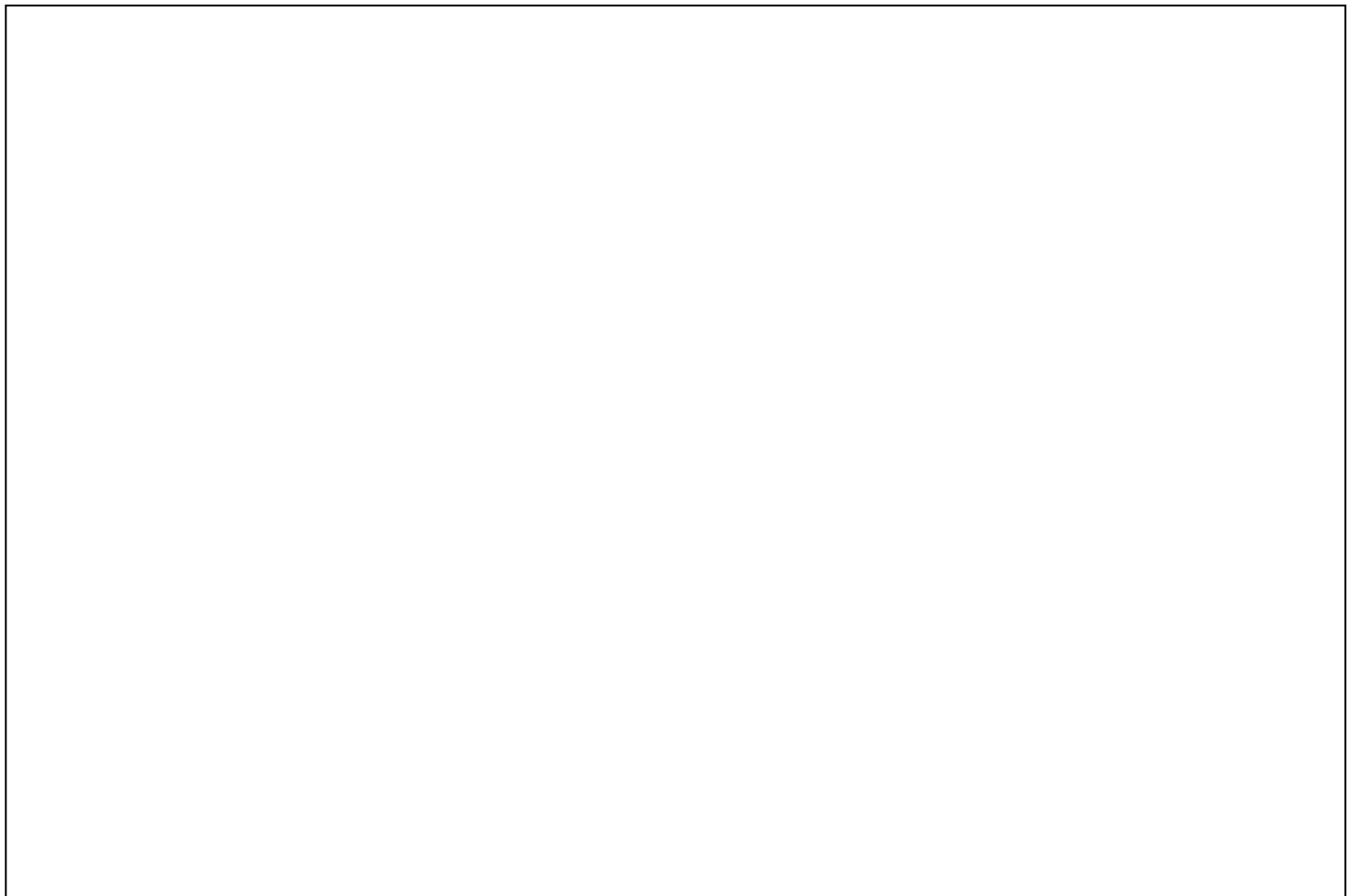
Table 1		
<i>Checking a box indicates that you agree to comply with the appropriate booth requirements.</i>		
Risk Type ✓	Classification – List your Products	Booth Requirements
<input type="checkbox"/> C	<p style="text-align: center;">NON-POTENTIALLY HAZARDOUS – Limited</p> <p>Dispensing of wine, beer, soda, or water from original manufacturer’s packaging to single use cups.</p> <p>Product: _____</p> <p>_____</p>	<p>Handwashing</p> <p>Overhead protection when outdoors</p> <p>Goods stored off the ground</p>
<input type="checkbox"/> D	<p style="text-align: center;">NON-POTENTIALLY HAZARDOUS FOOD</p> <p>Example: Candy, baked goods, pastries, potato chips, cup of noodles, popsicles popcorn, shaved ice with flavorings and raw produce</p> <p>Product: _____</p> <p>_____</p>	<p>Handwashing as determined by NCDEH Department</p> <p>Overhead Protection and screening as determined by NCDEH</p> <p>Food stored off the ground and samples shall be covered</p>

TABLE 2

Hand Washing	Utensil Washing	Booth	Equipment
<input type="checkbox"/> 5-gallon water container with dispensing valve that leaves hands free + liquid soap pump + single use paper towels and a wastewater receptacle <input type="checkbox"/> Hand washing shall be set-up prior to food preparation	<input type="checkbox"/> Three separate 5-gallon containers for 1) Soapy water 2) Rinse water 3) Water with a disinfectant solution (Bleach-100ppm or Quaternary Ammonia-200ppm) <input type="checkbox"/> Containers must be inside the booth	<input type="checkbox"/> Ceiling/ Easy Up <input type="checkbox"/> 16 mesh/in ² screened walls or other durable walls with pass through windows <input type="checkbox"/> Durable flooring: concrete, asphalt, wood or tarp <input type="checkbox"/> Signage-name of booth, city, state, zip code and name of operator (minimum 3" high)	<input type="checkbox"/> Single use containers when dispensing drinks <input type="checkbox"/> All samples shall be covered <input type="checkbox"/> All food and equipment, including hand and ware washing, shall be inside the booth <input type="checkbox"/> Use utensils or tongs for food service

DRAW INTERIOR LAYOUT OF BOOTH:

Proposed equipment, food storage, ware washing and hand washing facilities.



PERMIT NOTES:

- **No home preparation or home storage of food is allowed, unless a permitted Cottage Food Operator.**
- Assemble and use hand washing station before preparing food.
- All food must be stored off the ground.
- No rodents, insects, birds and live animals inside or within 20 feet of the food facility.

