



TEMPORARY FOOD EVENT PERMIT APPLICATION

Event name: _____ **Event Date(s):** _____

Event location: _____ **Set up time:** _____

Vendor/Business name: _____ **Event time:** _____
The name that you want printed on your permit.

Vendor phone number: _____

Vendor email (Optional): _____
Your permit will be sent via email. Please check your spam/junk folders.

Event Coordinator name: _____

Event Coordinator phone number: _____

Event Coordinator email: _____

Anticipated attendance: _____

Food /drink to be offered by vendor: _____ **Source of food/drink: *no homemade items**

By signing below, I certify that I have received a copy of the self-inspection checklist. I understand and will abide by the requirements and ask questions before the event day.

Name of Applicant: _____

Signature of Applicant: _____

If you have questions or wish to pay for the permit by phone, please contact Tiffany at (210) 651-7801 or tkierum@ci.selma.tx.us.

Permit fee: \$50.00

Self-Inspection Checklist for Temporary Food Establishment

PRE-OPENING REQUIREMENTS: Must be completed BEFORE any food preparation begins

- ☐ Valid Temporary Event Permit and completed Self-Inspection Checklist posted in booth
- ☐ Booth with overhead protection
- ☐ Booth with impervious floor (cardboard or carpet are NOT acceptable floor covering)
- ☐ Approved and adequate supply of potable water available throughout time of operation (commercially purchased bottled water or municipal water)
- ☐ Accessible hand wash station is set up and ready-to-use inside the booth
 - ☐ Approved water source from a closed container with a spigot that can lock in open position
 - ☐ Hand soap
 - ☐ Paper towels
 - ☐ Discard bucket
- ☐ Utensil wash station is set up and ready-to-use inside the booth
 - ☐ Three (3) containers large enough to hold the largest piece of equipment or utensil
- ☐ Adequate equipment provided to hold ALL:
 - ☐ Cold foods at or below 41F (cooler, ice in chest)
 - ☐ Hot foods at or above 135F (crockpot, roaster, steamtable, warmer)
- ☐ Foods/Ingredients from an approved source – **NO FOODS/INGREDIENTS PREPARED (including slicing, chopping, packaging) IN A PRIVATE HOME.** Be ready to provide food receipts/invoices.

FOOD BOOTH STRUCTURE & OPERATIONS

- ☐ Booth large enough to accommodate all food and equipment (no food preparation is allowed outside booth)
- ☐ BBQ pits and deep fryers may be placed outside booth, but all cooked foods must be taken back inside booth.
- ☐ All foods stored inside the structure.

- ☐ Breather shields/sneeze guards/lids for foods/condiments stored in customer self-service containers.
- ☐ All food contact surfaces must be kept clean and in good repair.
- ☐ All foods and utensils/single service items off the floor.
- ☐ Properly dispose of wastewater and trash.
- ☐ Live animals not allowed in booth or cooking areas.
- ☐ Children under age of 14 not permitted to work or be in the booth.

FOOD HANDLING

- ☐ Wash hands before handling food and between tasks.
- ☐ Calibrated probe-type thermometer provided to monitor cooking and holding temperatures.
- ☐ Frozen foods thawed in cooler or under cold running water.
- ☐ Potentially hazardous foods NOT left out at ambient temperatures for more than 4 hours.
- ☐ If shell oysters are used, keep oyster tags for 90 days.

EMPLOYEE HABITS

- ☐ Employees have no open sores or not affected with communicable disease.
- ☐ Food handlers are wearing clean clothing and hair restraint/s.
- ☐ Food handlers with false nails or nail polish should wear gloves.
- ☐ No eating, drinking, smoking inside booth or BBQ/deep fryer area.
- ☐ Certified food handler cards for all staff working

FOR MULTI-DAY EVENTS

- ☐ Leftover potentially hazardous foods must be discarded at the end of each day's operation.
- ☐ Booth shall be cleaned daily.
- ☐ Secure all items overnight to prevent contamination.

I agree to abide by all the listed requirements and understand I will be shut down if observed not in compliance.

Operating Dates: _____

Address of event: _____

Name of Booth Operator: _____

Approved to operate by: _____