

East Liverpool Health Department

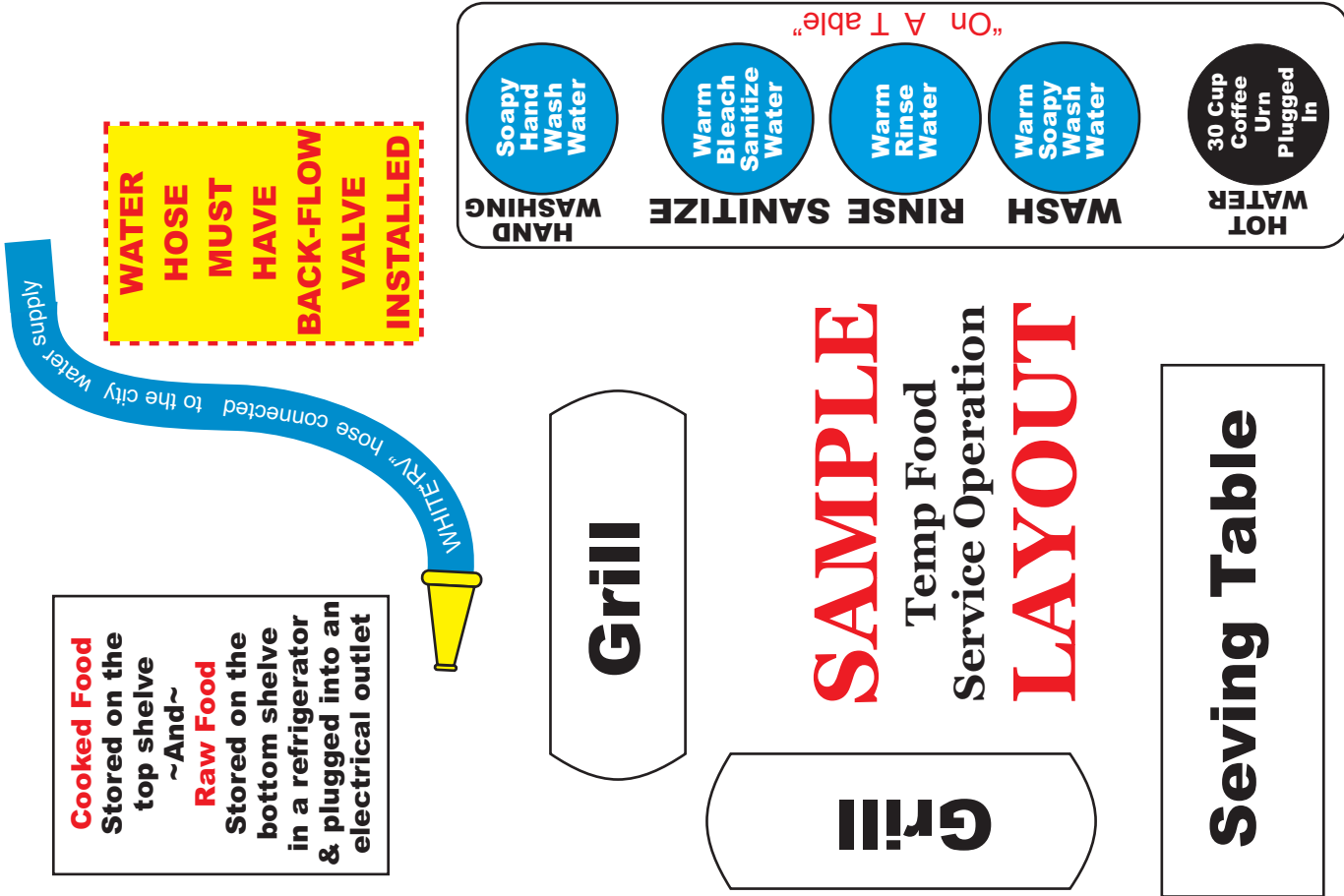


Temporary Food Service Operation Guidelines

East Liverpool Health Department
 Tony Pasquarella, R.S.
 Director of Environmental Health
 126 West 6th Street
 East Liverpool, Ohio 43920

Phone: 740-424-1077

05052017



“THE EAST LIVERPOOL HEALTH DEPARTMENT”

Requirements For A Temporary Food Service Or Food Establishment License

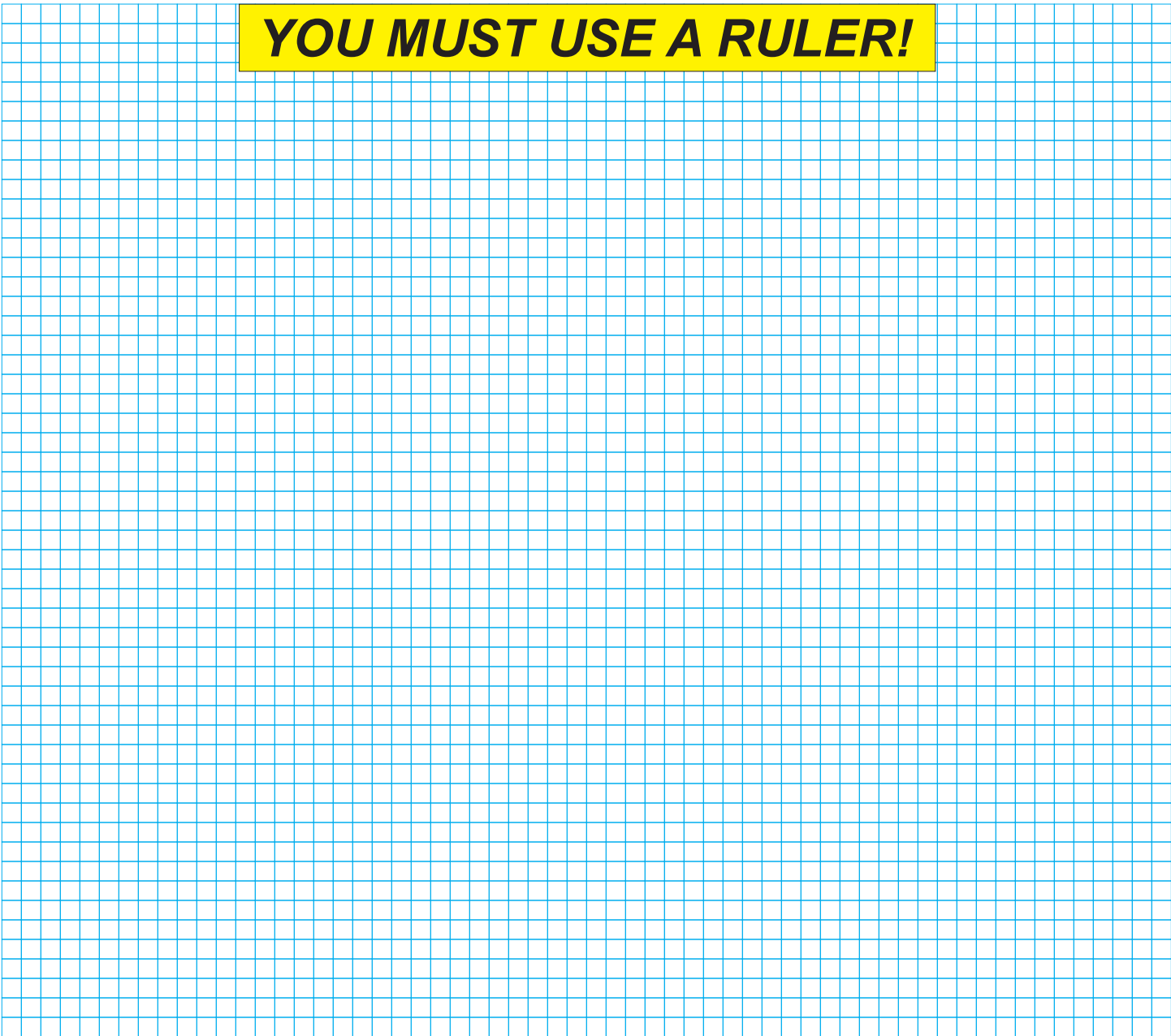
1. All food, snack, dessert and beverage vendors **must** come to the health department to fill out their license application and to **pay their license fee at least FIVE (5) days before your event.**
2. Payment of license must be in one of the following methods: **cash or money order.** No personal or business checks will be accepted.
3. A complete list of menu items must be included with your signed license application.
4. All potentially hazardous foods: soups, salads, sandwiches, meats, cheeses, fish, & poultry must be cooked and prepared on site at your booth. **No home preparations of foods are permitted.**
5. All food vendors will be required to **connect to the CITY water source IMMEDIATELY,** upon arrival to your designated stop at the event. You must bring your own hose. All hoses used to connect to an approved water supply must be *“made of a food grade-plastic material”*. **(similar to white RV hose)** No patched or leaking hoses will be permitted.
6. All food vendors and food mobile units will be required to have on hand & in use a 3 Compartment wash, rinse & sanitize facility as required. Large white plastic 5-gallon buckets must be used. Unscented household “BLEACH” must be used as a sanitizer in the third bucket.
7. All mobile units must **hook up to electricity immediately** upon arrival to their location.
8. A separate plastic 5-gallon hand-washing bucket, with soapy water, is also required at your booth.
9. A filled up & plugged in 30 cup electric coffee pot (urn) is required for your continuous hot water supply.
10. Mechanical refrigeration will be required of all “potentially hazardous” foods. You can rent a refrigerator from a local rent to own business or you can purchase a college dormitory style/size refrigerator from a discount store to store your potentially hazardous/TCS (temperature controlled for safety) foods. If you would have any questions as to what foods would require mechanical refrigeration please call the Health Inspector at the phone number listed on this guide.
11. **Metal stem thermometers [0° F to 220°F range] are required** for cooking and for hot food storage. Thermometers for use in cold food storage are also mandatory. **NO GLASS THERMOMETERS ARE PERMITTED.**
12. Remember **41°F or less for cold food storage & 135°F or more for hot food storage.**
13. All non enclosed food, snack, dessert & beverage vendors/stands will be required to have some sort of “Approved by the Health Department” over head covering. This is to protect foods from the elements in the event of inclement weather (rain or wind). A sheet of large plastic near by, that can be used to quickly cover foods, is permitted.
14. All lighting above & near food preparation areas & serving areas as well as utensil washing areas must be “shield/protected.” Plastic coated “rough service” bulbs can be used. This is to prevent the possibility of broken glass contamination should a illuminating bulb break.
15. All food, snack, dessert & beverage vendors/stands must have on hand and in use at least one **“lidded plastic trash container.”** Cardboard boxes are not permitted.
16. Anyone preparing, cooking, or packaging food **must wear a hat or hair net** and anyone having direct hand contact with ready to eat foods **must wear plastic disposable gloves.**

Any Questions Call: “Tony” at: 740-424-1077
East Liverpool Health Department

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**DRAW THE LAYOUT OF YOUR FOOD STAND
REMEMBER TO ANSWER ALL THE QUESTIONS BELOW**

YOU MUST USE A RULER!



Name the stores where food ingredients will be purchased? _____

How will you prevent bare hand contact with food? _____

How will food be kept COLD? _____

How will food be kept HOT? _____

How will you provide WATER? _____

How will you protect foods from BAD WEATHER? _____

How will you store TRASH? _____

How and where will you dispose of your TRASH? _____

How will you DISPOSE OF WASTE WATER? _____

Are TOILET FACILITIES available? YES NO If, YES where? _____

Application for a License to Conduct a Temporary:(Check only one)

Instructions:

- Food Service Operation
- Retail Food Establishment

1. Complete the applicable section. (Make any corrections if necessary)
2. Sign and date the application.
3. Make payment in the amount indicated below: **CASH ONLY!**

East Liverpool Health Department
126 West 6th Street
East Liverpool, Ohio 43920

Before license application can be processed the application must be completed and the indicated fee submitted. Failure to complete this application and remit the proper fee will result in not issuing a license. This action is governed by Chapter 3717 of the Ohio Revised Code.

Name of temporary food facility			X		
Location of event			X		
Address of event			X		
City		State	Zip		
X		X	X		
Start Date	End Date	Operation time(s)			
X	X	X			
Name of license holder				Phone number	
X				X	
Address of license holder					
X					
City		State	Zip		
X		X	X		
List all foods being served/sold					
X					
X					
X					

I hereby certify that I am the license holder, or the authorized representative, of the temporary food service operation or temporary retail food establishment indicated above.

Signature	Date
X	X

Licensors to complete below

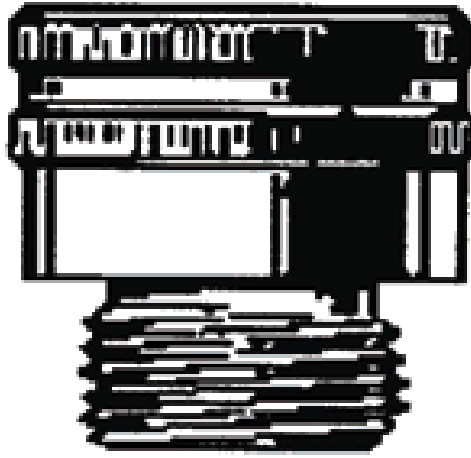
Valid date(s)	License fee
	\$25.00 per day X = _____

CASH ONLY!! CASH ONLY!!

Application approved for license as required by Chapter 3717 of the Ohio Revised Code.

By	Date
Audit no.	License no.

YOU MUST TURN OVER AND COMPLETE THE BACK OF THIS FORM



“Backflow Check Valve” ~For Festivals & Events~

This backflow check valve must be installed between the hose connection end and the fire hydrant or any drinkable water supply line.

They can be purchased at any hardware store or plumbing supply store.

**Milligan True Value Hardware
320 Smith Street
East Liverpool, Ohio 43920-3006
Phone: 330-385-2000**

If you would have any questions please call Tony Pasquarella, R.S. at the East Liverpool Health Department, 126 West 6th Street, East Liverpool, Ohio 43920 Cell Phone: 740-424-1077, Email: tony@eastliverpool.com

This list is provided as a service to the public. It has been prepared in alphabetical order. In no way is it meant as an endorsement of any business or individual service. The East Liverpool Health Department highly recommends that you also consult your local “Yellow Pages” and any business references.

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Not Used

Temporary Food Service Operation or Temporary Retail Food Establishment License Refund Credit

If a Temporary FSO/RFE Event license is issued and an inspection is conducted then no refunds or credits will be issued on an unused licensed days.

If a license is issued and you do not attend the event, a refund or a credit will not be issued.

If a license is issued, and the event is cancelled or rescheduled by the event organizers or sponsors, a credit will be issued to the license holder on another license that must be used within the issuing year of the license. If a credit is not requested or issued following a cancelled or rescheduled event during the issuing year of the license then a refund or credit will not be issued.

Once a license is issued it can not be transferred to another individual or entity, each license issued must be used by the individual to whom it was issued. Credits for unused licenses cannot be transferred to another individual or entity.