



Cleveland County

NORTH CAROLINA

Temporary Food Establishment (TFE) Application

\$75 fee and application for EACH booth required and must be submitted NO LESS THAN 15 DAYS PRIOR TO THE EVENT.

Name of Event _____

Date(s) & Time of Event _____

Location of Event _____

Name of Temporary Food Stand _____

Contact Person _____

Mailing Address _____

| | | |
|------|-------|----------|
| City | State | Zip Code |
|------|-------|----------|

Contact Phone #s _____

| | |
|--------------|----------------|
| During event | Business phone |
|--------------|----------------|

Email address _____

Are you claiming an exemption due to non-profit or un-regulated foods? Yes () No ()

**Must meet requirements for non-profit organization.*

Please indicate date and time booth set up will be complete and ready for inspection:

Vendor location at event if known _____

Will the booth be connected to () water, () sewer, () electricity?

Note: A potable water grade hose with backflow prevention is required when connecting to a water source. Grease and wastewater MUST NOT be poured out on the ground or into storm drains.

If NOT connecting to an approved potable water supply at the event location then state your source of potable water for the event? (**Note: water supply used shall be in accordance with 15A NCAC 18A .1700, 15A NCAC 18C, or 02 NCAC 09C .0703**) _____

If NOT connecting to an approved sewer system at the event location then state how you will handle and dispose of your wastewater? _____

What is the source of ice that will be used? _____

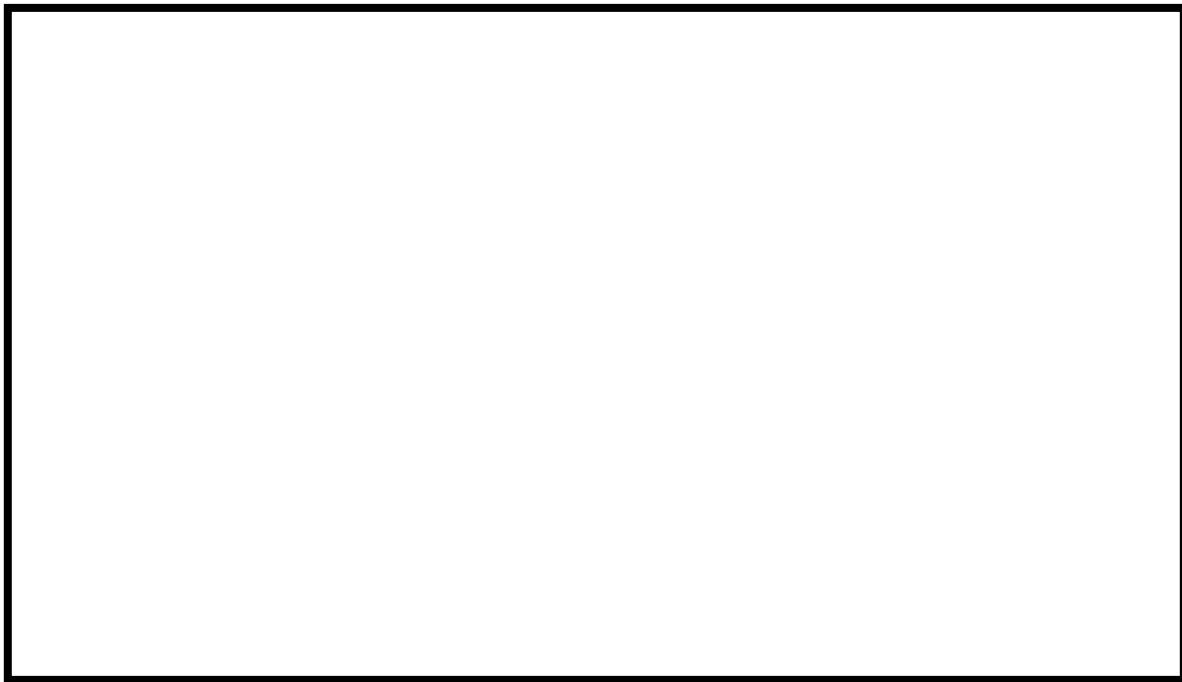
Will vendor prepare any foods prior to event? Yes () No () If yes, indicate location and time of preparation _____

Note: Local groups may be allowed to prepare foods in advance of the event in an approved temporary food stand commissary if permitted by the Health Department prior to the operation. NC permitted food establishments may also operate as a commissary for the event upon approval by the Health Department.

List ALL menu items to be prepared on-site: If needed, supply additional sheet.

The food booth will be in a () tent, () mobile unit, () building, () other _____.

Draw a diagram depicting your food booth set up. Indicate placement of hand washing station, utensil washing sink, drying rack, fan placement, cooking equipment, refrigeration, prep areas, and all other equipment used.



This application must be completed and returned **with payment no less than 15 days** prior to the beginning date of the event to:

In Person
Cleveland County Permits Office
1333 Fallston Road
Shelby, NC 28150

Or by mail to
Cleveland County Public Health Center
Environmental Health
200 South Post Road
Shelby, NC 28152

Applicants Signature: _____ Date Submitted: _____

Environmental Health
200 South Post Road • Shelby, NC 28152 • Ph. 980.484.5130 • Fax 980.484.5135
www.clevelandcounty.com/cchd/environmental-health

Checklist for TFE permitting

Food Handling

- Foods from an approved source.
- Raw meat, poultry, and fish must be purchased in ready to cook portions unless providing sufficient equipment and prep areas. Subject to approval.
- No bare hand contact with ready to eat foods. (Provide gloves as needed.)
- Date marking system for ready to eat foods held more than 24 hours.
- No cooking and cooling of foods for subsequent days use unless approved at permitting.
- No food preparation prior to the event or issuance of permit
- Non-mechanical coolers must have a drainage port.
- Potentially hazardous foods from previous events not used if removed from original packaging.
- Employees are required to wear effective hair restraints, clean outer clothing, and have good hygiene; no tobacco use.
- Employee health policy.

Food Protection

- Foods must be secured to protect from tampering and contamination.
- A food prep sink available if washing produce.
- Food shields or barriers are required to protect food and food contact surfaces from contamination.
- Overhead protection is required to protect all food, utensils, and equipment with the exception of cookers with attached lids being used to cook bulk foods such as roast, shoulder, and briskets. When cooking individual servings, overhead cover is required. **Currently, this includes grilled corn in the shuck as well.**
- Public access limited to dining areas only. Storage beside units must be blocked from public access.
- Toxic materials labeled and stored to prevent contamination of food and equipment.

Physical Requirements

- Hot water heating facilities provided.
- Three basins** for washing, rinsing and sanitizing provided with adequate space for air-drying or three compartment sink provided if using multiuse utensils.
- Wash, rinse, and sanitize solutions maintained as specified in food code. Test strips provided.
- Indoor/outdoor carpeting, matting, tarps, or similar non-absorbent material is required as ground covering in the absence of asphalt, concrete or grass.
- Handwashing facilities must be at least a 2-gallon minimum container with unassisted free-flowing faucet, wastewater receptacle, warm water, soap and single use towels.
- All potable water holding tanks, containers and hoses shall be drained, washed, rinsed and sanitized and must be labeled for their purpose as well as protected from contamination.
- Wastewater collection containers must be as large as the potable water tanks. If connected to a municipal hose bibb, connection to municipal sewer required.
- Lights must be shielded or shatterproof if provided and lights are required for nighttime operations.
- Premises clean and garbage handled in a sanitary manner
- Fly, and rodent control provided
- Toilet facilities conveniently located for employees
- All required equipment based on menu is in place.
- Thermometers provided.
- Recommended single service condiment packages no bulk condiment dispensing from hand pumps

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- Specialist may condition permit to ensure compliance with rules .2665 through .2669

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