

Application for Temporary Food Establishment License

- **Submit application 14 days before the event**
\$45.00 late fee for applications submitted less than 14 days before event
- **Fill out one application for each vendor for each event**

1. **Event Date(s):** _____ to _____ **Food Service Begins:** _____ AM PM **Ends** _____ AM PM
MONTH/DAY/YEAR MONTH/DAY/YEAR

(If the event is on non-consecutive dates and/or times, attach a schedule with application.)

2. **Name of Event:** _____ **Type of Event:** Athletic League Celebration

3. **Event Location:** _____ Farmer's Market Fundraiser
NAME OF PARK /RAMADA OR AREA, CHURCH, FACILITY/ADDRESS

4. Applying as a:

- a. **Business** – Attach a copy of your current food license with application. Fee Exemption pursuant to A.R.S. §3-353
 - If your license is not current, attach a copy of the most recent food license issued by a Health Authority.
 - If you do not have a food license, attach a copy of your business license. (If your business license is for a type of food business in Pima County, a food license will be required **before** issuance of a temporary event license.)
- b. **Non-Profit Organization** – Charitable Religious Civic
- c. **Government Agency/Public School**
- d. **Individual** – Attach your registration documentation from the event coordinator (e.g. fee receipt, acceptance letter).
 Type of Identification presented _____

5. **Applicant's Name:** _____ **Telephone:** _____
NAME OF BUSINESS, ORGANIZATION, INDIVIDUAL or GOVERNMENT AGENCY

6. **Booth/Tent Name and Assigned Number:** _____

7. **Applicant's Address:** _____ **ZIP CODE:** _____
ADDRESS

8. **Name of "Person-in Charge" for Food Booth:** _____ **Telephone:** _____
 Must be available weekdays between 8 am and 5 pm, and can give detailed information about the menu, food preparation and how food is served.

9. **Name of Event Coordinator:** _____ **Telephone (daytime):** _____

I hereby consent to inspection by the Pima County Health Department. I acknowledge that receipt and retention of this license depends on compliance with the Food Code. I understand that:

1. Food must be prepared on-site at the event or in a kitchen approved by the Health Department;
2. Food prepared at home cannot be served to the public (Arizona Food Code Chapter 3-201.11(B));
3. **Before** I can open at the event, an on-site, preopening inspection will be conducted by the Health Officer to make sure my operation complies with the food code;
4. If the Health Officer finds a food code violation, I **cannot open** until all violations have been corrected;
5. Menus are **limited** to three (3) potentially hazardous foods; and
6. Application fees are non-refundable.

Copies of the Food Code are available for purchase, or download from www.pimahealth.org, link - "Consumer Health and Food Safety."

PRINT NAME

SIGNATURE

DATE

Fees:

\$60.00 – 1-14 days, one event, one location \$78.00 – 15-120 days, one event, one location or one league season

Submit a completed application, required documents and payment:

1. In person, at Consumer Health and Food Safety, 1st floor of Abrams Public Health Center, 3950 South Country Club Road,
2. By mail, to Consumer Health and Food Safety, 3950 South Country Club Road, Suite 100, Tucson, AZ, 85714, or
3. By fax, to (520) 724-9597 and calling (520-724-7908 with a MasterCard or Visa credit card number to pay for the license fee.

FOR OFFICE USE ONLY	
Total Collected: \$ _____	By: _____

Menu

- ▶ Any changes to the menu must be submitted to and approved by the Health Department at least **10 days** before the event.
- ▶ Each menu is limited to three (3) potentially hazardous foods (PHF) (see list below); violations require closure until corrected.

Main Dishes/Side Dishes	Condiments/Garnishments	Snack Foods	Beverages

NOTE: You will be required to provide proof of purchase from an approved source for PHF products to the health inspector.

Potentially Hazardous Foods

- ▶ Each menu is limited to three (3) potentially hazardous foods listed below ◀

Raw Animal Foods		Dairy Products	Eggs	Cooked Plant Foods	Other
beef	pork	ice cream	all	cooked rice	cut melons
chicken	seafood	soft serve	types	refried beans	raw seed sprouts
fish	turkey	yogurt		corn or eloté cocktails	garlic-in-oil mixtures
goat	other fowl	some smoothies		cooked vegetables	
lamb	other meat				

Preparation of Menu Items

- Location of Food Preparation:** On-Site at event in Licensed Kitchen in Unlicensed Kitchen

If preparing food in a kitchen, name and address of kitchen: _____

- The location for foods prepared (wash, cut, refrigeration, cooking) before the event must be at a kitchen approved by the Health Department.
- Unlicensed kitchens must provide basic sanitary conditions, and will require an inspection at least **10 days prior** to the event.
- Food **cannot** be prepared in a private home.

Dates and times of food preparation in the kitchen:

Date	Time
	<input type="checkbox"/> AM <input type="checkbox"/> PM
	<input type="checkbox"/> AM <input type="checkbox"/> PM

Please check applicable boxes for each category:

1. Temperature Control Methods

Cooking and/or Re-Heating	Hot Holding	Cold Holding	Transport
<input type="checkbox"/> Grill <input type="checkbox"/> Microwave <input type="checkbox"/> Oven <input type="checkbox"/> Propane burner <input type="checkbox"/> Wok Other: _____	<input type="checkbox"/> Grill/BBQ <input type="checkbox"/> Hot Holding Warmers <input type="checkbox"/> Steam Table <input type="checkbox"/> Stove/Oven <input type="checkbox"/> Wok Other: _____	<input type="checkbox"/> Refrigerators <input type="checkbox"/> Freezers <input type="checkbox"/> Insulated ice chest with ice No. of ice chests _____ Other: _____	<input type="checkbox"/> Cambros <input type="checkbox"/> Hot Holding Warmers <input type="checkbox"/> Insulated Ice Chests Other: _____

2. Food Booth Enclosure/Concession Trailer

<input type="checkbox"/> Food Booth: with screening; overhead covering; floor <input type="checkbox"/> Tent: screening on 4 sides; ground cover, concrete pad, or asphalt; overhead covering; 1 door <input type="checkbox"/> Concession Trailer	3. Ware Washing <input type="checkbox"/> Sanitizing Pail with 100 ppm Chlorine <input type="checkbox"/> Three-compartment Sink at site Other: _____
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4. Hand Washing Facilities

<input type="checkbox"/> Portable commercial hand sink connected to potable water <input type="checkbox"/> Permanent sink in food booth connected to potable water <input type="checkbox"/> Hand sink inside of a concession trailer/mobile food unit	<input type="checkbox"/> Gravity flow container temporary hand wash setup <input type="checkbox"/> Commercial portable hand wash system Other: _____
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5. Water Supply

<input type="checkbox"/> Public Water System-Connected to hose bib at event site <input type="checkbox"/> Commercially Packaged Bottled Water <input type="checkbox"/> Water Brought from Home Service from: <input type="checkbox"/> Water Company <input type="checkbox"/> Well	<input type="checkbox"/> Holding Tank filled at Base of Operation, or Commissary <input type="checkbox"/> Holding Tank filled at Approved Business, e.g. RV Park Other: _____
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6. Power Source

<input type="checkbox"/> Temporary Electrical Connection <input type="checkbox"/> Portable Generator	<input type="checkbox"/> Propane Other: _____
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