



COMMONWEALTH of VIRGINIA

IN COOPERATION WITH THE
STATE DEPARTMENT OF HEALTH

Franklin County Health Department

P. O. BOX 249
ROCKY MOUNT, VIRGINIA 24151

PLEASE BE ADVISED BOONES MILL APPLE FESTIVAL VENDORS!

Temporary Event Applications must be turned in to the Franklin County Health Department at least one (1) week prior to the event. ***Failure to do so will result in denial of the temporary permit and the vendor will not be allowed to serve at the event.***

Regardless if you have been permitted by another district or county, an application to the Franklin County Health Department remains a requirement. Proof of payment should be accompanied by your application. Applications can be submitted in person, by mail or by fax.

The Franklin County Health Department is located at:
365 Pell Ave, Rocky Mount, VA.
Phone: (540) 484-0292
Fax: (540) 483-1485

Virginia Department of Health

Application for Temporary Restaurant Permit

Please Print

Today's date _____

Name of Organization or Individual: _____

Address: _____

Organization representative: _____

Phone Numbers: at work _____ at home _____

Event: _____

Event Location: _____

Dates of operation: _____ Time of operation: _____

Type of Food Facility: _____
(Beverage Wagon, Booth, Kitchen, Tent, etc)

Please provide the following information. Failure to provide the necessary information regarding your operation may delay the processing of your application.

Water Service: _____ Sewage Disposal: _____

Solid Waste Disposal: _____ Liquid Waste Disposal: _____

LIST ALL FOOD AND BEVERAGE ITEMS BELOW:

Food/Beverage	Source address	Where prepared	Method of Preparation and serving, equipment used
Example: Hotdogs	Example: Supermarket	Example: Joe's Restaurant or on site	Example: Boiled in large pot on gas grill using tongs

Food/Beverage	Source address	Where prepared	Method of Preparation and serving, equipment used

Hand-washing Methods	Condiments How served	List all utensils How cleaned Described Sanitizer	Refrigeration Type	List all cooking equipment
Example: Soap, water, towels	Example: Prepackaged Mustard, catsup, etc.	Example: Tongs, spatula, knife, ice scoop, (bleach and water sanitizer)	Example: Reach in refrigeration, cooler with ice	Example: Electric grill, steam table, deep fat fryer, hot plate

Please call this office prior to the event to verify the status of your application.
Please notify this office of any changes in your application. (additional menu items, etc).

CERTIFICATION

I have read the attached instructions, understand them, and will comply with their requirements. I understand that failure to comply may result in a permit not being issued or permit suspension, as per the Commonwealth of Virginia, Board of Health, Food Regulations, 12 VAC 5-421-10 et. seq.
The fee for temporary food permits is \$40.00 per VDH Fiscal year.
Some non-profit organizations are exempted from this fee.

Signature

Date

REQUIREMENTS FOR FOOD PREPARATION OF NON-EXEMPTED EVENTS

(On site food preparation)

Apply for and obtain a permit from the local health department. Should apply 10 days prior to the event to co-ordinate permitting and inspection of the site.

FOOD

No home canned or home processed foods are allowed. All foods and beverages must come from an approved source (restaurant, grocery, or wholesale).

TRANSPORTATION

Food must be transported in a sanitary manner. Those foods considered potentially hazardous must be refrigerated below 41°F, or held hot at above 140°F during transportation. Keep food covered.

STORAGE

- A. All food products and utensils (plates, cups, etc.) must be stored off of the ground. Pallets and empty boxes may serve as storage racks
- B. No food or drink items can be stored in direct contact with **UNDRAINED** ice

PREPARATION AND HANDLING

- A. Prepackaged foods are easier, safer, and more convenient.
- B. Potentially hazardous foods such as meat, fish, shellfish, poultry, dairy products, eggs, etc., must be kept colder than 41°F or hotter than 140°F (if allowed by your permit).
- C. Thermometers shall be provided to accurately monitor temperatures.
- D. All cooking and food preparation should be separated from public access to minimize contamination by patrons from coughing, sneezing, etc.
- E. Foods shall be served with tongs or single service items.

EQUIPMENT AND UTENSILS

- A. Operator must provide adequate equipment (coolers, etc.) for refrigeration and hot holding of foods.
- B. Adequate cleaning supplies must be provided: bleach and water for sanitizing equipment and utensils. Three pans must be available for Wash, Rinse, and Sanitize.

PHYSICAL FACILITIES

- A. Overhead protection is required over all food/beverage operations. An example is a tent, awning, or fly.
- B. Toilet facilities must be provided and conveniently located.

SOLID WASTE DISPOSAL

- A. All garbage/refuse must be placed in containers and properly disposed of during and after the event.
- B. Containers must be provided for liquid waste (hand-washing, etc). Drainage on the ground is prohibited. Buckets or sealed containers are acceptable.

PERSONAL HYGIENE

Suitable means for hand-washing must be provided.

1. Soap and water should be used
2. Bleach and water is acceptable and can be used to sanitize utensils.
3. If approved, chemically-treated towelettes and single-use gloves may be used.

WATER

Must be in approved/closed containers and from an approved source.

The local health department representatives will briefly check with you during the event to help monitor food temperatures and provide any assistance in which we can. We will make every effort to not interfere with your operation. We look forward to working with each group to ensure a safe and wholesome event for everyone. If we can provide any assistance, please fee free to contact us at (540) 484-0292.