



# Anoka County

## HUMAN SERVICES DIVISION

Public Health & Environmental Services

Environmental Services  
2100 3<sup>rd</sup> Ave, STE 600  
Anoka, MN 55303-5042

Phone: 763-324-4260

### Application for Temporary Food Stand License

This application must be accompanied with the license fee.

This license is good for up to 10 days from February 1 - January 31 of the licensing period.

Profit  Non-Profit

Please print legibly and avoid acronyms

#### Applicant Information

Licensee Name:	
Mailing Address:	
Contact Person:	
Telephone Number:	
Email Address:	

#### Event and Location Information

Name of Event:	
Address and City of Event:	
Date of Event:	
Food Service Times:	
Event Hours:	
Location of Stand (be specific):	
Person in Charge of Food Operation:	
Cell Phone # of Person in Charge of Food:	
Email of Person in Charge of Food:	

#### Food and Beverage Items on the Menu

List all items on the menu (food, beverages, ice). Identify the source; for example, the name of the grocery store or vendor. Home prepared foods are NOT permitted. Attach an additional sheet if more space is necessary.

	Source:
	Source:
	Source:
	Source:
	Source:
	Source:
	Source:

## Equipment

### Cooling/ Cold Holding

Foods that require refrigeration must be cooled to 41°F as quickly as possible and held at that or a lower temperature until food is served. Mechanical refrigeration must be available for potentially hazardous foods held for four hours or longer. Dry ice or cold packs may be used to keep foods cold in coolers. You should layer ice packs and food to ensure food items are kept at 41°F or lower.

### Cooking/Hot Holding

Foods that will be served hot must be cooked to proper temperature. Hamburger presents a special case because of the dangers of *E. coli* contamination. Hamburgers and other ground beef products must be cooked to 155°F for 15 seconds or more. Poultry products must be cooked to 165 °F, ground meat, gyros and pork to 155°F and eggs to 145°F or hotter for 15 seconds or more. Rapidly reheat previously prepared foods to 165°F or higher. They must then be maintained at 140°F or higher. **Crock pots/slow cookers are prohibited.**

### Thermometers

You must have an accurate probe-type thermometer to check food temperatures. It must have both a hot and cold scale (0° to 220° F) for the widest use. Be sure to clean and sanitize before each use. (Alcohol swabs are appropriate)

List all equipment and indicate if used for storage, preparation, or holding. For events lasting longer than 4 hours, mechanical refrigeration is required for keeping cold foods at 41° F or colder.			
Mark an <b>X</b> next to the applicable item category	Storage	Prep	Holding
<b>Only food grade utensils are allowed. No paint brushes, wooden spoons, canoe paddles, enamelware or household electrical drills allowed. No crock pots allowed.</b>			

## Food Preparation, Storage and Transportation

You must do all preparation, cooking, storage, and clean-up at the temporary event site location, as long as there is compliance with the regulations. With owner permission in writing, the use of restaurants, commissaries, or other approved sites for additional food preparation is allowed.

**A private home may not be used for storage, preparation, or cooking of food intended for the public.**

### Transportation

Vehicles used for food transport must be kept clean. When foods are taken from one location to another, they must be covered for protection and kept at appropriate temperatures at all times. Hot or cold holding containers must be able to maintain temperatures. Storage and service equipment in the booth should already be at proper temperatures to receive food.

### Storage

Opened bulk food containers such as rice or flour sacks must be stored in covered containers. All food (even if in boxes or cans) and food-contact items (sleeves of paper plates, cups, cooking equipment, etc.) must be stored at least 6" above the ground. Use tables, pallets, milk crates, or turn over empty boxes and place items on top. You must still be able to keep floors clean.

<b>Describe when and where food will be prepared</b> (Foods prepared the day before the event? List time and place). Will there be pre-cooking and cooling of any food?

<b>Describe how food will be stored.</b>

<b>Describe how food will be transported to the event:</b>

**Booth Set-up/ Safety**

Indoor       Outdoor

Operators must vend from a site that meets the following minimum structural requirements;

**Overhead Protection**

A roof, awning or other top covering, impermeable to weather, must be over the entire food preparation, service, clean-up and storage area.

**Flooring**

The floor must be a surface of vinyl, sealed wood, concrete, asphalt or other acceptable material. **Flooring must be supplied if the vending site is on dirt, grass or poorly drained surfaces.**

**Adverse Weather**

The stand must be able to provide protection during adverse weather conditions. All operations must cease if protection fails.

**Safety**

Place hot equipment in your booth so there will be no dangerous exposed areas. The back and sides of this type of equipment can cause burns. Grills should be placed outside of the overhead protection for fire safety. Have fire extinguishers present if you are using equipment with open flames. Propane tanks for grills or any other pressurized tanks, such as those used for fountain soft drinks, must be secured so they cannot fall and damage valves.

**Toxic Chemicals**

Toxic chemicals such as sanitizers and pesticides must be stored entirely separate and below food and equipment. Read labels carefully and use only as directed. "The label is the law."

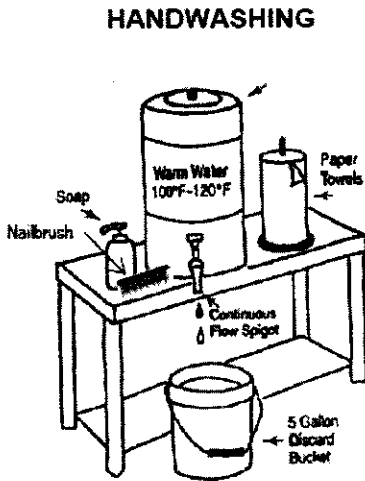
**Describe the following:**

Overhead Protection	
Flooring Surface	
Side Protection (adverse weather)	
Fire Extinguisher	
Toxic Chemical Storage	

## Handwashing/ Employee Hygiene

Each establishment must provide adequate water and waste water containers for hand washing during the course of business. On site water sources must be of culinary quality. Water lines must be constructed with "food grade" pipes or hoses. The vendor is responsible for the disposal of waste water to the sanitary sewer system.

**Waste water cannot be dumped into storm drains, gutters, parking lots, on the ground or on grass.**



- A container with spigot is permitted.
- Provide soap, running water, nailbrush, and paper towels.
- Wash hands with warm running water, nailbrush, and soap.
- Dry hands with paper towels.
- Discharge the water into a holding vessel or a waste line.

### WASH HANDS FREQUENTLY

Wash hands before handling food; before putting on disposable gloves, after handling raw meat; or after eating, drinking, smoking, or using the restroom.

*Note: Toilet room hand sinks are NOT considered acceptable hand washing facilities. A dedicated hand sink, or temporary station is required.*

### Temporary Handwashing Station

You should have enough water available for the day's needs without running out. **An establishment cannot be open for business or prepare food unless the hand wash station is functional.**

**Describe the following:**

Handwashing (Handwash station must be set up in the stand)	(Describe set-up)
Water Supply	
Wastewater Disposal	
Hair Restraints	
Uniforms	
Bare- Hand Contact Elimination	
Money Handling	

#### **Bare- Hand Contact**

Bare-hand contact with ready-to-eat foods is prohibited. Suitable utensils for handling ready-to-eat foods include: tongs, spatulas, deli tissues, or single-use gloves. The use of disposable gloves can provide an additional barrier to contamination, but gloves do not replace hand washing. When gloves are worn, they must be used for only one task such as working with ready-to-eat food or with raw animal food, and discarded when damaged or soiled, or when interruptions occur in the operation.

#### **Money Handling**

Cashiers and other workers handling money must not handle food. If a money handler must temporarily work with food, he or she must wash hands adequately first. Employee assignments should be made so that money handlers will not work directly with food.

#### **Hair Restraints**

Do not touch hair or skin when working with food. Everyone involved in the preparation and service of food, including management, must use effective hair control. This can be accomplished with hats, hairnets, or by tying back long hair. The use of hair spray alone is not sufficient. Even workers with short hair must use hair control. Hair must be restrained in such a way that it is unlikely to fall on and contaminate food, and does not need to be touched or brushed out of the way by hands.

## Uniforms

Food workers must wear clean aprons or clothes. These must be changed and laundered frequently to avoid contamination.

## Ware Washing/ Waste Control

### Waste Control

All food garbage should be placed in trash bags. Put garbage and paper waste in a refuse container with a tight-fitting lid. Do not allow boxes or sacks of garbage to accumulate in food preparation areas or outside the booth.

### Wiping Cloths

Wet, in-use wiping cloths must be stored in a bucket with sanitizer. Check the concentration with your test strips and use no more than 100 ppm chlorine or 200 ppm quaternary ammonia. Change the solution frequently. Wiping cloths that are used to clean-up food spills cannot be used for anything else.

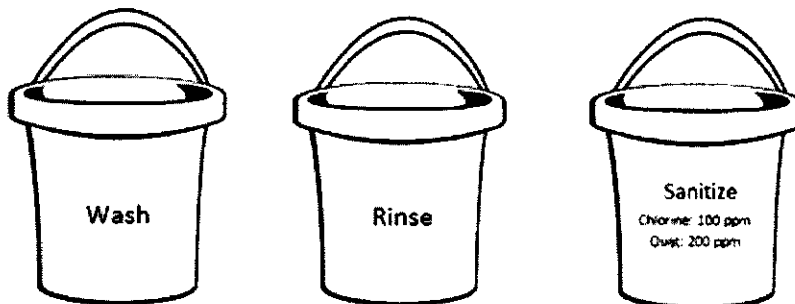
### Ware washing

All food contact items such as cooking equipment, storage containers, utensils, cutting boards, and service items must be washed, rinsed, sanitized, and air dried, in such a way to effectively kill germs. This must be done on site, or at another approved location.

A permanently plumbed three-compartment sink is not required at temporary events. Bus tubs, dishpans or a temporarily plumbed three-compartment sink may be used. Each vendor is responsible for their own clean-up arrangements, including hot water, the presence of test strips and an approved sanitizer.

Wash equipment and utensils using this four-step process:

1. Wash in hot, soapy water.
2. Rinse in hot water.
3. Rinse with a chemical sanitizer, leave in sink at least ten seconds for a chlorine solution and thirty seconds for a quaternary ammonia solution.
4. Air dry. **Towel drying is prohibited.**



Describe the following:

Dishwashing Set-Up	
Sanitizer ( bleach, quat)	
Test Strips	
Wiping Cloths	

You must have test strips in order to determine the correct concentration of sanitizer. Be sure the strips you purchase are appropriate for the type of sanitizer you are using;

**Chlorine** to a concentration of **100 ppm (parts per million)**

**Quaternary Ammonia** to a concentration of **200 ppm**

**Single-use articles such as plastic utensils, paper plates and cups are required. Never wash and reuse disposable ware.**

## Enforcement

The following enforcement actions may be taken by the Anoka County Community Health and Environmental Services Department to protect the public:

Citations may be issued for violations or further legal actions may be taken by the Anoka County Community Health and Environmental Services Department.

License suspensions will occur for the following violations:

1. Licensees without appropriate license will be issued a "Cease and Desist" order, and the establishment will be closed immediately.
2. Booths that do not have an operational hand sink.
3. Foods from unapproved sources (i.e. food from home, illegal vendors or other unapproved sources).
4. Conditions presenting an imminent health hazard.
5. Critical violations or an accumulation of non-critical violations that are not corrected.

Food unfit for human consumption may be reconditioned, impounded, destroyed or denatured. A Temporary Food Stand License may be revoked at the discretion of the Anoka County Community Health and Environmental Services Department. The regulatory authority may restrict the type of food served or the method of food preparation based on equipment limitations, the unavailability of a permanent establishment for utensil and ware washing, adverse climatic conditions, or any other condition that poses a hazard to public health.

<b>For County Use Only:</b>
License Fee: _____ Check #: _____
Date Received: _____ Risk: _____
Accepted By: _____ EHS: _____
Mail: Yes No Comments: _____

<b>By making this application for a license to operate a temporary food stand, I agree to comply with the Anoka County Ordinance and Temporary Food Stand Guidelines.</b> Please submit application 14 days prior to the event.
Signature: _____
Print Name: _____
Date: _____