



Temporary Food Service Establishments

A Temporary Food Service Establishment is defined as a Food Service Establishment that operates for a period of no more than 15 consecutive days in conjunction with a single event or celebration. Each permit will be reviewed on a case-by-case basis.

The Fort Bend County Environmental Health Department would like to help you prepare for an inspection of your food booth. In order to help you provide the best environment and protect the health of your patrons, we are providing the following information to ensure passing your inspection.

- A list of inspection requirements to conduct a temporary food service event in Fort Bend County.
- A checklist sheet and a sample of a temporary food service inspection report. This information will be helpful to understand what inspectors are looking for during an inspection.
- An example floor plan of a temporary food event booth.
- An application for a permit to operate a temporary food booth at an event. Please complete and return this form to the Fort Bend County Environmental Health Department
 - at least 3 business days prior to the event if in person
 - at least 10 days prior to the event if by mail
 - payment must be in the form of Cash (in office only), Credit/Debit Card (in office only), Money Order, or Cashier's Check.
 - In all cases, applicable fees shall be paid in full 3 days prior to the event with submittal of the completed Application for Temporary Food Event.

Note: Applications received less than 3 days prior to the event will be assessed additional fees. Please see website for fee schedule.

Fee Schedule:

- For Profit Organizations
 - Please see website for fee schedule
- For Non-Profit Organizations
 - Exempt from fees with a copy of the form 501-c3. Non-profit events are subject to all requirements, inspections, and approvals prior to and during operation.
 - Please Note: All 501 C3's are NOT exempt from late fees.

TEMPORARY FOOD SERVICE INSPECTION REQUIREMENTS FOR FORT BEND COUNTY

GENERAL: A temporary food service is required to comply with State Code. The regulatory authority may impose additional requirements to protect against health hazards related to the conduct of the temporary food service establishment. All potentially hazardous foods shall be completely prepared on site or at a permitted food service establishment. FBCEHD policy is to require temporary establishments that prepare, serve, or otherwise provide food from open containers, including beverages, to obtain temporary permits.

RESTRICTED OPERATIONS: Temporary food services are restricted to only those potentially hazardous foods (PHF) that require limited preparation. Other PHFs may be prohibited. Telephone 281- 342-7469 for clarification of approved foods.

TEMPERATURE: The internal temperature of cold food shall be 41°F or colder. The internal temperature of hot food shall be 135°F or hotter. Each food booth shall provide a thermometer to monitor food temperatures and others, if needed, in refrigeration units.

ICE: Ice that is consumed or that contacts food shall have been made under conditions that meet state requirements.

CLEANING: Equipment and the general area shall be kept clean at all times.

SINGLE-SERVICE ARTICLES: Only single service tableware shall be provided to the consumer. Single service tableware shall not be reused.

WATER: Enough potable water shall be available for food preparation, cleaning and sanitizing equipment and for hand washing.

HAND WASHING: A hand washing facility shall be available in each booth and consist of at least warm running water, soap and individual paper towels. (Be sure to label it as a hand wash station.) Provide hand sanitizer having an ethyl alcohol base. Wash and sanitize hands frequently throughout the event.

WARE WASHING: Three separate containers shall be provided for washing and sanitizing food equipment and utensils. Label containers as follows: **WASH, RINSE, and SANITIZE**. Procedures for manual ware washing are as follows:

WASH	detergent & water to remove gross food particles, dirt or grease residues.
RINSE	clean clear water to remove all detergent.
SANITIZE	provide ½ ounce of unscented bleach for every 1 gallon of water.

Completely immerse items at least 60 seconds, then drain and air dry. Do not rinse after sanitizing equipment or utensils.

WET STORAGE: Food cannot be stored in contact with water and/or undrained ice. Wrapped sandwiches shall not be stored in direct contact with ice.

WASTE: A large covered container shall be provided to store wastewater until final disposal. All sewage, including liquid waste, shall be disposed of according to law. This means it cannot be poured down storm drains or on the ground; it must be taken to a sanitary sewer.

GARBAGE: Each food booth must have a covered garbage container, with liner. We recommend at least one inside the booth for employees and one outside for your patrons.

RESTROOMS: Restrooms shall be provided to both the patrons and the operators.

PROTECTION:

- Samples offered to the public shall be protected by a sneeze guard or offered in a manner that offers protection from possible contamination.
- All foods and supplies shall be stored at least 6 inches above the floor or ground.
- All food workers shall wear disposable plastic or latex gloves when handling ready to eat food.
- All food workers shall wear a ball cap or hair net that shall contain and control their hair when working in the food booth.
- The food storage, preparation, and service areas must be physically separated from the public. Only authorized personnel are allowed inside of the booth. **See the last page of this handout for a sample booth layout.**

FOR YOUR CONVENIENCE, A COPY OF THE INSPECTION REPORT FORM USED IS PROVIDED WITH THIS PACKET. PLEASE GO OVER IT TO ENSURE THAT YOU ARE INDEED MEETING THE REQUIREMENTS.

SHOULD YOU HAVE ANY QUESTIONS PLEASE CALL (281) 342-7469