

Wake County Temporary Food Establishment Vendor Application

Each food vendor must submit a completed Temporary Food Establishment (TFE) Application along with required permit fee(s) to Wake County Environmental Services. **The TFE Application and required permit fee (s) must be received by Wake County Environmental Services at least fourteen (14) calendar days prior to the date of the event. Vendor Application (s) or Permit Fee (s) received after the deadline will not be considered and will be returned.**

Application Submission Date: _____

1) Event Name: _____

2) Event Location: _____

3) Event Date (s): _____ To _____ Time (s) _____ To _____

4) Booth Name/Business Name: _____

5) Owner/Operator Name: _____

6) Owner/Operator Address: _____

7) Applicant's telephone number: () _____ () _____

8am-5pm

Cell/Other

Email Address: _____

8) Type of Setup: () Tent Size _____ X _____ **or** () Trailer/Self Contained Unit

9) Will all foods/beverages be prepared at the Temporary Food Establishment? Yes _____ **or** No _____ If no, attach a letter signed by the owner of a North Carolina permitted restaurant listing each menu item that will be prepared by the restaurant. Owner must include contact information. Domestic kitchens cannot be used.

10) Handwashing: () Plumbed Sink () Gravity Flow container w/ push button /flip nozzle

11) Utensil washing: () Plumbed Single Vat Sink w/ Drain board/Counter top for air drying **or** () Utility Sink with Gravity Flow container w/ Push Button/Twist Nozzle w/ drain board/countertop space for air drying.

12) Lighting in kitchen/service/storage areas: () shielded bulbs () shatterproof bulbs

13) Water Source: () On-site Municipal () Sealed bottled water () Brought from North Carolina permitted restaurant (Attach permission letter from restaurant owner).

14) Wastewater Disposal (Handwash/Utensil Wash): () Provided by event () North Carolina permitted restaurant (Attach permission letter from restaurant owner).

15) Toilet Facilities: () Public Building () Porta-Johns

16) Garbage Disposal: () provided by event () other _____

17) **Mandatory: Complete Food Preparation Chart below.**

Food/Beverage	Source/Transport Method	Prep/Cooking Procedures	Hot/Cold holding	Cooking & Holding Equip.
<i>Example: Boneless Chicken Breast, stored in original container</i>	<i>Purchased from Food Lion/ cooler designated for raw meat kept cold w/ bagged ice,</i>	<i>Transferred directly from cooler to grill and cooked to 165F internally</i>	<i>Transferred from grill to steam table</i>	<i>Silver Star Gas Grill, Davis Six Pan Electric Steam Table</i>

Equipment Layout

Identify all equipment including cooking and cold/hot holding equipment, hand washing facilities, work tables, utensil washing facilities, food and single service storage, sneeze guards, and customer service areas (condiment tables). **Application will be returned if this section is not filled out completely**

STATEMENT: I hereby certify that the above information is correct and I fully understand that any deviation from the above without prior written permission from Wake County Environmental Services will nullify final approval and prevent issuance of a temporary food establishment Permit. I have read the North Carolina Temporary Food Establishment Regulations 15A NCAC 18A .2635 and understand that a pre-opening inspection (with electricity and equipment in place) of my temporary food establishment will be required before a permit will be issued. Approval of this application does not indicate compliance with any other code, law or regulation that may be required. (ie: federal, state, and local).

Incomplete applications will be denied and returned.

Signature: _____
(Owner/Operator or designee)

Date: _____

Mail application and fee(s) to Wake County Environmental Services, 336 Fayetteville Street, PO Box 550, Raleigh, NC 27606 or fax to 919-743-4772 and call in payment at the same time. For more information visit our website at www.wakegov.com/food or 919-856-7400.