



# Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

## TEMPORARY FOOD ESTABLISHMENT PERMIT APPLICATION

TEL: 509-886-6400 FAX: 509-886-6449. [www.cdhd.wa.gov](http://www.cdhd.wa.gov)

This application includes only those food establishments that operate at a fixed location in conjunction with a single event or celebration. **Please note that a higher fee is charged if the application and payment is received less than Eight Business days prior to the event. The day the application is paid and the day of the event are not counted in the eight business days.** No money will be collected at the event. Unpermitted establishments will be closed and **INCOMPLETE** applications will be returned. If operating on Saturday or Sunday, applications must be submitted before 5:00 p.m. on Wednesday of the same week. Late applications for weekend events will not be accepted.

**Note: The Health District is open Monday through Thursday 9:00 a.m. to 5:00 p.m. and 9:00 a.m. to 12:00 p.m. on Friday.**

2023 Temporary Permit Fee Schedule:	Normal Fee	Late Fee, by No. business days prior to event:		Fee Class (office Use)
	≥8	4-7	≤3	
<input type="checkbox"/> Low-risk event operating 1-21 consecutive days	\$70	\$90	\$140	1056
<input type="checkbox"/> Higher-risk event operating 1-3 consecutive days	\$120	\$140	\$240	567
<input type="checkbox"/> Higher-risk event operating 4-7 consecutive days	\$180	\$200	\$360	1013
<input type="checkbox"/> Higher-risk event operating 8-21 consecutive days	\$240	\$260	\$480	1014
<input type="checkbox"/> Recurring event*, not more than 3 days per week				
<input type="checkbox"/> Low-risk	\$110	\$130	\$220	1016
<input type="checkbox"/> Higher-risk	\$240	\$260	\$480	1055
(\$20 fee per all additional locations**)	\$25	\$45	\$50	1018

\*Operating not more than three days a week, **limited to one booth at one location**, at a fixed location, with a fixed menu, in conjunction with an approved, recurring, organized event, such as a farmers market. **Permit is only valid for 180 days. Back to back, recurring permits will no issued.**

**Do you currently operate a permitted Food Establishment with CDHD?** ☐ YES ☐ NO

If yes; Name of Establishment: \_\_\_\_\_

Establishment Name (Booth) \_\_\_\_\_

Event Location (Address) \*\* \_\_\_\_\_

Name of Event \_\_\_\_\_

Person in Charge of Booth (PIC) \_\_\_\_\_

Phone Number(s) \_\_\_\_\_ Fax \_\_\_\_\_

Email Address \_\_\_\_\_

Mail Address \_\_\_\_\_ Event Dates \_\_\_\_\_

Food preparation begins \_\_\_\_\_ am/pm & food service ends \_\_\_\_\_ am/pm

Permit Distribution (please choose one) ☐ Regular Mail ☐ Email ☐ Fax

\*\*If applying for additional locations to a recurring permit, please refer to the Multiple Location Application

For Office Use Only

Permit # \_\_\_\_\_

Initial/ Inspector Approval: \_\_\_\_\_

Previous Violations: Yes or No

Event Coordinator \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Has the Person in Charge operated a Temporary Food Establishment in Chelan or Douglas County?

☐ Yes ☐ No

☐ I have read and understand the "Concessionaires Pamphlet" handout.

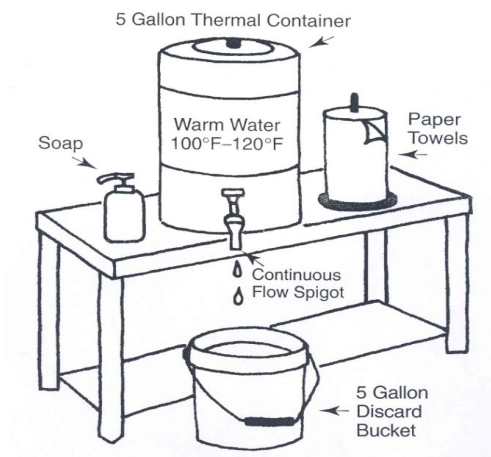
☐ Copies of Food Worker Card(s) for the Person in Charge (PIC) will be posted.

(Print name of Person in Charge)  
(Date)

(Signature of Person in Charge)

### Temporary Handwash Station

The handwashing station must consist of a 5-gallon thermal (insulated) container with a spigot that provides a continuous flow of warm (100°F-120°F) running water, soap, paper towels and a 5-gallon bucket to collect the dirty water.



### **List of Potential Sale Locations for 5-Gallon Thermal Containers and Continuous Flowing Spigots**

It is highly recommended to call the businesses first to check on availability

- Wal-Mart : 5-gallon insulated container with easily removed button type spout  
2000 N. Wenatchee Ave      Wenatchee (509-665-2448)
- Costco: 5-gallon insulated container with continuous flow spigot (seasonal inventory)  
375 Highline Drive South      East Wenatchee (509-886-0593)
- URM- Cash & Carry: Sells continuous flow spigots  
3022 Ohme Road      Wenatchee (509-664-3255)
- Any large retail chain store sells the 5-gallon insulated containers and the spigots are easily changed out with a continuous flow version from any hardware store.

## FOOD PREPARATION AND MENU

Where will food be purchased? \_\_\_\_\_

- Menu: Only food items listed will be approved to serve. Approval for any changes must be requested before the event.
- **Cooling of Time/Temperature Control for Safety Foods.** Cooling means taking food from cooked temperature to cold temperature.
- Transportation: Any food found in the Danger Zone between 41°F and 135°F will be discarded.

**MENU:** Below list all foods, beverages and condiments that will be served. Use additional paper as needed.

Food Item	Prep in booth or approved kitchen? (If kitchen, see page 4)	Transport hot or cold? What type of equipment for transport?	Cold holding equipment used? (41°F or below)	Cooking/reheating equipment used? Final cook/reheat temperature?	Hot holding equipment used? (135°F or above)	How are you preventing bare hand contact? (i.e. gloves, tongs)
<b>Example: Hamburger</b>	<b>Booth</b>	<b>Cold: Ice Chest</b>	<b>Ice Chest</b>	<b>Grill 155°F</b>	<b>Grill/Steam Table</b>	<b>Gloves/ utensils</b>

If you have an approved Food Establishment with CDHD; are these menu items listed in your approved Menu? ☐ Yes ☐ No

**If your operation does any of the following:**

- Requires advance menu preparation
- Uses produce that is not purchased pre-washed or pre-cut
- Lasts longer than one day

You must obtain permission to use a permitted Food Establishment that is approved by Chelan-Douglas Health District for advance food preparation, produce washing and dishwashing.

\_\_\_\_\_  
(Print name of Food Est. used for food preparation)

\_\_\_\_\_  
(Physical address)

\_\_\_\_\_  
(City)

\_\_\_\_\_  
(Point of contact for Food Establishment)

\_\_\_\_\_  
(Site phone number)

\_\_\_\_\_  
(Signature of Food Establishment Operator)

\_\_\_\_\_  
(Permit Number)

- **Describe in writing on a separate piece of paper which preparation steps will be completed at the approved kitchen facility listed above. Note: Cooling of potentially hazardous food is prohibited.**

**Restroom facilities with hot and cold running water for handwashing are required for food workers.**

Location of facilities \_\_\_\_\_

**All water must come from an approved public water supply.** Private wells are NOT accepted

as a public water source. Name of public water source \_\_\_\_\_

**Wastewater should be disposed in a proper manner (do not dump in street, storm drain or onto ground).**

Location of wastewater disposal \_\_\_\_\_

**EQUIPMENT LIST**

Identify equipment used in your temporary food establishment. (Check all boxes that apply)

<b>Handwash station <u>required</u> for any open food</b> <ul style="list-style-type: none"><li><input type="checkbox"/> 5 gallon insulated container with a continuous flow spigot and 5 gallon catch bucket</li><li><input type="checkbox"/> Plumbed hand sink</li><li><input type="checkbox"/> Water 100°-120°F</li><li><input type="checkbox"/> Soap &amp; paper towels</li></ul>	<b>Cooking/Reheating equipment</b> <ul style="list-style-type: none"><li><input type="checkbox"/> Grill/BBQ</li><li><input type="checkbox"/> Fryer</li><li><input type="checkbox"/> Smoker</li><li><input type="checkbox"/> Oven</li><li><input type="checkbox"/> Other _____</li></ul>	<b>Cold/Hot holding equipment</b> <ul style="list-style-type: none"><li><input type="checkbox"/> Thermometer</li><li><input type="checkbox"/> Ice chest (Separate for raw meat)</li><li><input type="checkbox"/> Refrigerator</li><li><input type="checkbox"/> Steam table</li><li><input type="checkbox"/> Grill/BBQ</li><li><input type="checkbox"/> Other _____</li></ul> <b>Sternos are not allowed for hot holding when outdoors.</b>
<b>Floor/Overhead coverage</b> <ul style="list-style-type: none"><li><input type="checkbox"/> Tarp</li><li><input type="checkbox"/> Wood</li><li><input type="checkbox"/> Canopy/Tent</li><li><input type="checkbox"/> Other _____</li></ul>	<b>Sanitizer bucket</b> <ul style="list-style-type: none"><li><input type="checkbox"/> Open container</li><li><input type="checkbox"/> Additional container for booths with raw meat</li><li><input type="checkbox"/> Wiping towels</li><li><input type="checkbox"/> Bleach/Sanitizer</li></ul> <b>(1 tsp bleach/ gallon of water)</b>	<b>Outside cooking area</b> <ul style="list-style-type: none"><li><input type="checkbox"/> Outside cooking area (BBQ) must have a second handwash station</li><li><input type="checkbox"/> 4 foot separation/barrier from public</li></ul>