



# Community and Economic Development Environmental Health Division

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Dexter Marr  
Deputy Director

Event #:	Invoice #:	Entered By:	Date:
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## Concessionaire Health Permit Application for Food and Beverage Booths at Community Events *(Please complete pages 1 through 4 of the Application.)*

<b><u>BOOTH OWNER/OPERATOR INFORMATION</u></b>		
Owner/Operator Name: _____		Contact Person _____
Business Address: _____		City: _____ ST: _____ Zip: _____
Mailing Address: _____		City: _____ ST: _____ Zip: _____
Home/Cell Phone: (    ) _____		Fax Phone: (    ) _____
Driver's License Number: _____		E Mail: _____
<b><u>BOOTH INFORMATION:</u></b>		
Booth Business Name (Please Print) _____		
Number of Your Booths at this Event _____ of _____ Attach a completed Health Permit Application for Each Booth.		
<b><u>NAME OF OFF-SITE FOOD PREPARATION FACILITY, IF APPLICABLE</u></b>		
(Business Name where food is prepared prior to the event) : _____		
Address of Permitted Facility _____		
Phone (    ) _____ - _____ Fax (    ) _____ - _____		
<i>All foods must be prepared and stored in a facility with a valid Health Permit. (No home preparation or storage)</i>		
<b><u>EVENT INFORMATION</u></b>		
Name of Event: _____		
Event Address: _____		City: _____ ST: _____ Zip: _____
Organizer/Sponsor Name: _____		Organizer/Sponsor Phone: (    ) _____
Start Date: _____ Time: _____:		End Date: _____ Time: _____:
<input type="checkbox"/> For Profit	<input type="checkbox"/> Prepackaged	Exemption: <input type="checkbox"/> 501-C3
<input type="checkbox"/> Madera Permitted Mobile Sticker #: _____	<input type="checkbox"/> Sampling	<input type="checkbox"/> VA Exception DD-214
	<input type="checkbox"/> Cottage Food Operator (CFO) _____ (County)	(Provide Copy)
<input type="checkbox"/> I am operating for the benefit of a non-profit association with a (501-C3) (if this box is checked, please read below, provide non-profit letter and sign where indicated)		
Non-Profit Association: 1. Name _____		2. Contact # _____
<small>Note*An organization that was organized and is in operation for charitable purposes and meets the requirements of CalCode Section 113842, Section 214 of the Revenue and Taxation Code. A corporation incorporated pursuant to the Nonprofit Corporation LAW (Division 2 (commencing with Section 5000) of Title 1 of the Corporations Code), that is exempt from taxation pursuant to paragraphs (1) to (10), inclusive, and paragraph (19) of Section 501 (c) of the Internal Revenue Code and Section 23701d of the Revenue and Taxation Code. Organizers/Food Vendors that comply with CalCode Section 113789(c)(1) certify by signing below that they will receive no monetary benefit other than that resulting from recognition for participating in this event and are not subject to a health permit fee.</small>		

\*All fees paid in advance of the event. No money will be collected on-site. Permit fees are as per the most current fee schedule approved by the Board of Supervisors. Failure to comply with the above conditions may result in closure of food booths and/or additional fees. Applications and payments or copies of tax exemption status must be received by Madera County Environmental Health Dept. at least 14 working days prior to the event date.

*I have read, understood, and will abide by the requirements for Sales of food from a Temporary Food Booth.*

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

**Concessionaire Health Permit Application for Food and Beverage**  
Booths at Community Events *Please complete pages 1 through 4 of the Application.*

**VETERAN'S FEE EXEMPTION FORM**

This exemption is in accordance with Section 16102, Business and Professions Code, which allows every United States Veteran, who has received an honorable discharge or a release from active duty under honorable conditions, to hawk, peddle, sell any goods, or merchandise owned by him, (except spirituous, malt, vinous or other intoxicating liquor), without payment of any license, tax or fee.

This affidavit is to be filed with the Madera County Environmental Health Division in conjunction with this application for a Health Permit to operate a food sales business.

Business Name: \_\_\_\_\_

Business Location: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_

Business Owner (Veteran): \_\_\_\_\_ Phone #: \_\_\_\_\_

Owner Address: \_\_\_\_\_ City: \_\_\_\_\_

**Verification of Owner Veteran Identity:**

Drivers License No: \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_ Birth Date: \_\_\_\_\_

Service Branch:    Army     Navy     USMC     USAF     USCG

**Service Documentation:** Attach a copy of Veteran's *Honorable Discharge Form (DD214)*.

I DECLARE UNDER PENALTY OF PERJURY, BY THE LAWS OF THE STATE OF CALIFORNIA, THAT THE FOREGOING  
INFORMATION IS TRUE AND CORRECT.

Signature \_\_\_\_\_ Date \_\_\_\_\_ Account #: \_\_\_\_\_

**Concessionaire Health Permit Application** for Food and Beverage  
Booths at Community Events *Please complete pages 1 through 4 of the Application.*

Please list all foods to be served and key equipment to be used in the booth

Name of Food or Beverage	Prepared on-site (Circle one)		Equipment used to hold food <i>Cold</i> -Less than 41 ° F, or <i>Hot</i> -Greater than 135 ° F	Source of Food Supplies (Name & Location of suppliers)
	Y	N		
1.	Y	N		
2.	Y	N		
3.	Y	N		
4.	Y	N		
5.	Y	N		
6.	Y	N		

**Please Answer the Following**

<b>Food Preparation (Washing Facility)</b>	For foods that need to be washed (produce, etc.). Where will you do it?
<b>Food Transportation</b>	How is food kept <b>hot</b> or <b>cold</b> during transportation to the event?

\*\*\* No Home Preparation or Storage of Food.

\*\*\* Utensils and equipment must arrive at the event in clean and sanitary condition.

**Required Equipment**

<b>Thermometer</b>	<input type="checkbox"/> Probe type (0 ° F to 200 ° F) must be available for monitoring temperatures of perishable food. <i>Cold</i> -Less than 41 ° F, or <i>Hot</i> -Greater than 135 ° F
<b>Handwashing Facilities</b>	<input type="checkbox"/> Plumbed sink  <input type="checkbox"/> Gravity flow container with spigot/faucet to allow water flow with both hands free. <i>As a minimum, you need 5 gallons of water in a container with a "hands free" spigot, a bucket to catch wastewater, a liquid or powder soap in a dispenser and paper towels.</i>
<b>Utensil Washing Facilities</b>	<input type="checkbox"/> A maximum of 4 booths may share one Plumbed or Portable 3-compartment sink with hot and cold running water. (provide sanitizer test strips)  <input type="checkbox"/> Use of 3 separate 5 gallon dish tubs/buckets in booth-provide sanitizer test strips. <i>"Sanitizer" (one tablespoon of Bleach for each gallon of water)</i>

**Potable Water & Waste Disposal**

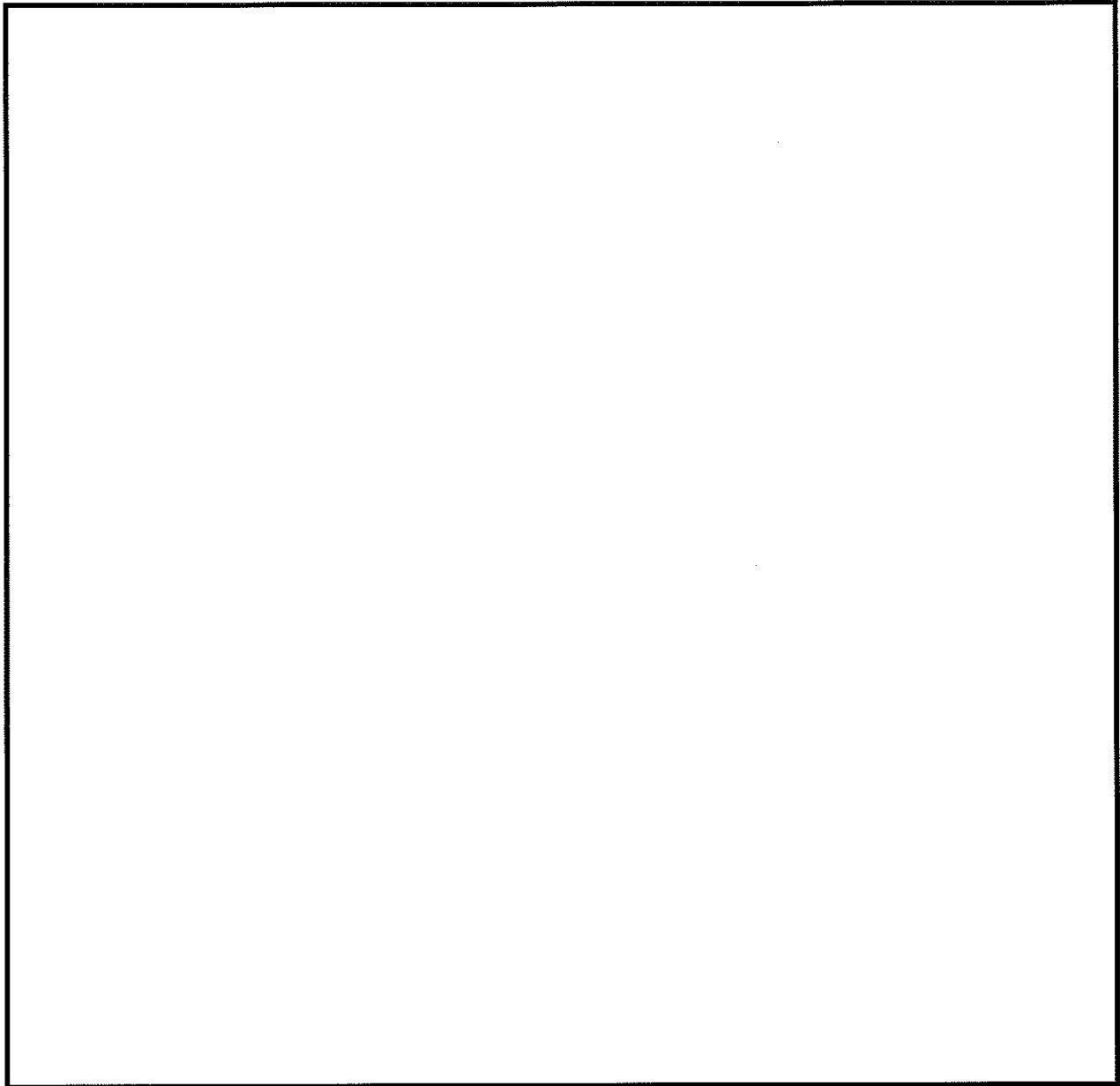
<b>Source of potable water provided by:</b>	<input type="checkbox"/> Organizer <input type="checkbox"/> Other: _____
<b>Location of waste disposal provided by:</b>	<input type="checkbox"/> Organizer <input type="checkbox"/> Other: _____

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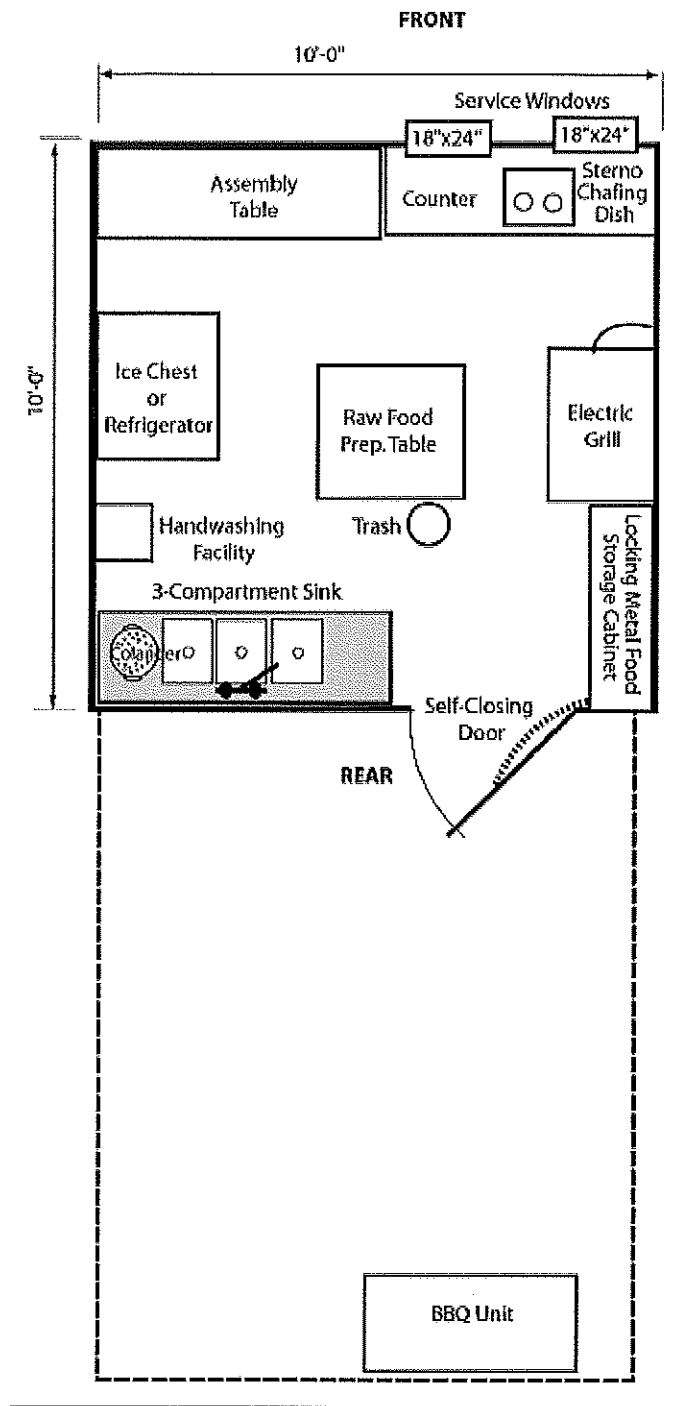
**Sketch Sheet**  
Drawing of Food Booth

Name of Booth: \_\_\_\_\_

In the following space, provide a drawing of the Food Booth. Identify and describe all equipment including cooking and cold holding equipment, handwashing facilities, work tables, dishwashing facilities, food and single service storage, garbage containers, and customer service areas.



# Sample Concessionaire Food Booth Drawing



## Community Event Booth Inspection/Self Inspection Form

Please complete this form **before you begin to serve food** to the public.  
Have the form available to show to the event sponsor or to the Environmental Health Inspector.

Items to be completed before serving food to the public	Initial when done
1 <b>Handwash station</b> is set up and is ready to use. -Hands shall be washed for 20 seconds- -container of warm water with a spigot for continuous flow of water. -bucket to catch the dirty water -liquid soap in a pump dispenser -single use paper towels	1 _____
2 <b>Utensil wash station</b> is set up and ready to use. - <b>Provide sanitizer test strips</b> -compartment with soapy hot water to use for washing -compartment with water to use for rinsing -compartment with bleach and water to use for sanitizing -One (1) spoon of bleach for ½ bucket of water -[One tablespoon in each 2 gallons of water]	2 _____
3 Food preparation <b>tasks</b> are <b>delegated</b> so there are three types of workers: -those who only touch the raw meat and poultry -those who only touch ready to eat foods -those who only touch the money	3 _____
4 All <b>food preparation</b> is done <b>inside</b> of the enclosed booth that shall be enclosed on all sides with 16 mesh per square inch screens.	4 _____
5. <b>Floors</b> constructed of concrete, asphalt, tight wood, or other similar cleanable material kept in good repair.	5 _____
6 If there is a <b>bar-b-q</b> it can be <b>outside</b> of the booth but all <b>food</b> cooked outside must then be taken back <b>inside</b> the enclosed booth <b>for service</b> to the customer	6 _____
7 <b>Thermometer</b> to measure food temperatures is <b>available</b> in the booth.	7 _____
8 All <b>cold foods</b> are well iced and are <b>below 41</b> degrees F.	8 _____
9 All <b>hot foods</b> are: -served directly to the customer or held <b>at or above 135</b> degrees F <b>Discard any remaining hot foods at the end of each day.</b>	9 _____
10 <b>Trash</b> containers are available inside the booth	10 _____
11 Self-serve <b>condiments</b> are: - in containers with a hinged lid or in squeeze bottles or in individual packets.	11 _____
12 All <b>open food</b> is <b>protected from customer spit and sneezes.</b>	12 _____
13 Assure food is 6 inches off the floor.	13 _____
14. <b>Provide stocked first aid kit</b> , if dealing with heat burn cream or spray is required.	14 _____
15. <b>Provide Type 2A 10BC fire extinguisher. If cooking with grease provide Type K fire extinguisher</b>	15 _____
16. <b>Health Permit</b> is prominently displayed for the public.	16 _____

Name of the person in charge of the booth: \_\_\_\_\_  
(There must be someone in charge and present at all times)