



**GRAYS HARBOR COUNTY  
DEPARTMENT OF PUBLIC SERVICES  
ENVIRONMENTAL HEALTH DIVISION**

**100 W Broadway Suite 31  
Montesano, WA 98563  
360-249-4413  
360-249-3203 fax**

## **Guidelines for Temporary Food Establishments**

### **CHECK LIST**

- Stem Thermometer with a range of 0° - 220°.
- Sanitizer or sanitizing solution.
- Hand washing facilities (soap, paper towels, warm running water and bucket).
- Food Workers permits.
- Adequate hot and cold holding facilities.
- Pallets, boxes or shelves for food storage.
- Dishwashing facilities.
- Temporary Food Establishment Permit.

### **PERMITS**

#### **WHEN IS A TEMPORARY PERMIT NEEDED?**

Individuals or groups planning to serve food to the public must have a permit. If the public is invited to an event by use of flyers, banners, newspaper articles, or by other means, and food is served at the event, then a temporary food establishment permit must be applied for by each booth serving food.

A temporary food establishment operates at a fixed location for not more than 21 consecutive days in conjunction with a single event or celebration.

#### **FOOD WORKER PERMITS**

At least one person with a current Food Worker Permit shall be present in the temporary food establishment at all times. Class and testing for these permits is held on Thursdays only at the Health Department meeting room in the Pearsall Building, 2109 Sumner Avenue, Aberdeen, Washington, 98520, or through your own local county health department. The fee for this class in Grays Harbor County is \$10. The class starts at 3:00 pm and registration is between 2:15 pm and 2:45 pm. No appointment is necessary. These cards are valid for two years.

## **EQUIPMENT**

### **FOOD CONTACT**

Bare hand contact on ready to eat foods is prohibited. Use clean disposable food-grade gloves or clean utensils. Gloves worn must be changed once contaminated. Hands must be washed between glove changes.

### **THERMOMETERS**

A dial-stem thermometer with a range of 0° - 220° must be available for checking hot and cold temperatures. Use the dial stem thermometer to check internal temperatures of food products. A dial-stem thermometer is the only way to assure that the food you are serving is being maintained at a proper temperature.

All refrigerators, cold holding units, and freezers must also have an accurate visible thermometer.

### **ADEQUATE HOT & COLD HOLDING FACILITIES**

Plan your menu around the available hot and cold holding facilities. Do not plan to serve products when the available equipment cannot maintain the proper temperature. Any potentially hazardous foods found at improper temperatures will be prohibited from being served.

## **SANITATION – HAND WASHING/DISHWASHING**

### **HAND-WASHING FACILITIES**

Hand-washing facilities shall consist of soap, paper towels, warm running water and a bucket to collect wastewater. Running water can be an insulated container of warm water with a turn spout.

Proper hand-washing is critical in the prevention of food-borne illness. Hands must be washed before starting work, after handling raw meat or poultry, after using the restroom or any other times hands can become soiled.

### **DISHWASHING FACILITIES**

A three compartment sink with running water is required on-site if equipment and utensils are reused. Arrangements can be made to wash dishes and utensils in a different location as long as a health hazard does not exist and the Environmental Health Division approves the location.

### **RESTROOMS**

Restroom facilities must be within 200 feet of each booth. The restroom facilities must be supplied with soap, paper towels, and hot and cold running water.

## TEMPERATURES – COOKING/COOLING/REHEATING

### COOLING

Cooling large quantities of hot foods is prohibited at temporary facilities. If foods are prepared in an approved kitchen, one of the following methods must be used for cooling large quantities of hot foods:

- Cool in an ice bath to 45° and then put into a refrigeration unit.
- Cool in shallow uncovered containers with a food depth of no more than 4 inches (2 inches for thick foods) in a refrigeration unit of 45° or less.

### PROPER TEMPERATURES

Thawing: Foods must be thawed using one of the following methods:

- In refrigeration units.
- Under cold running water.
- In the microwave as part of the continuous cooking process.

Cold

Holding: Potentially hazardous foods must be stored at 45° or less at all times. Room temperature storage of potentially hazardous foods is not allowed.

### COOKING

All parts of cooked, potentially hazardous foods must reach internal temperatures as outlined below:

- Poultry, poultry stuffing, stuffed meats.....165°
- Ground, fabricated or restructured meats.....155°
- Pork or any food containing pork.....150°
- Seafood and other potentially hazardous foods.....140°
- Rare roast beef and rare beef steak.....130°

### HOT HOLDING

Potentially hazardous foods must be stored at temperatures of 140° or above during hot holding.

### REHEATING

All potentially hazardous foods previously cooked and then refrigerated must be rapidly reheated to 165° or more within 30 minutes. Foods must be reheated on a grill or stove or in a microwave. Crock pots, steam tables or other hot holding facilities are not designed to heat foods; they are designed only to keep foods hot after proper reheating by other means.

- Food found at improper temperatures must be discarded.
- Any temperature violations will be corrected immediately or permit will be revoked.
- Food prepared in homes **will not** be allowed.



## **HOW DO I GET A PERMIT?**

All seasonal concessions must be approved by the Environmental Health Division and a permit issued prior to opening. The Temporary Food Service Application form is available at the Environmental Health office in Montesano.

The fee and the application for a temporary food establishment permit must be submitted at least 8 working days prior to the event to the following address:

Environmental Health Division  
100 W. Broadway, Suite 31, Montesano, WA 98563  
(360) 249-4413

An Environmental Health Specialist will review the application and follow-up with the applicant regarding questions and any necessary changes. The Environmental Health Specialist will review the following items:

- Types of food to be served.
- Where the foods will be prepared
- Procedures used in preparation
- Methods used to keep foods hot and cold

Temporary Food Service (Individual Temporary)  
Permit Valid: 1 day .....\$40  
2-3 days .....\$55  
4-8days .....\$80  
9-21 days .....\$120  
More than 21 days but less than 3 days/week . \$125

Non-profit or youth oriented temporary food service event shall be prorated at 50% of the normal fee for the corresponding number of days.

Temporary Food Service event serving only NON-POTENTIALLY, hazardous foods.....\$25

Temporary Food Service Late Fee .....\$25  
(Application received 8 working days or less before the event)