

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

**Guidelines**  
**For**  
**Temporary**  
**Food**  
**Establishments**

## HOW DO I GET A PERMIT?

All temporary 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 or at [www.co.grays-harbor.wa.us](http://www.co.grays-harbor.wa.us).

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

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
- If handwashing facilities are available
- Source of potable water
- Washington State Food Handlers Cards available

### Temporary Food Service

Permit Valid: 1-3 Days..... \$63  
4-8 Days..... \$100  
9-21 Days.....\$147

More than 21 days but less than 3 days  
per week \$158

Multiple Event Permit \$189

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

Temporary Food Service events serving only Non-Potentially Hazardous Foods \$25

Temporary Food Service Late Fee 7-3 days.... \$25

Temporary Food Service Late Fee 2 or less days \$35

**(To avoid late fees please return application at least 8 working days before the event)**

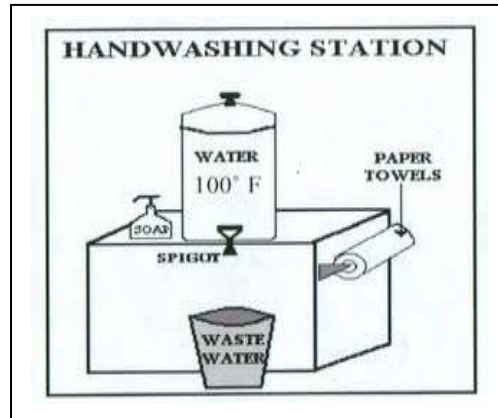
## CHECK LIST

- Dishwashing facilities
- Food Workers Permits
- Sanitizer or sanitizing solution
- Adequate hot and cold holding facilities
- Pallets, boxes or shelves for food storage
- Metal stem thermometer with a range of 0°F-220°F
- Handwashing Facilities (Soap, paper towels, warm running water and catch bucket)
- Temporary Food Establishment Permit

## HAND-WASHING FACILITIES

Hand-washing facilities shall consist of soap, single use 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 foodborne illness. Hands must be washed before starting work, after handling raw meat or poultry, after using the restroom or any other time hands become soiled.



## COOKING

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

- Poultry, poultry stuffing, stuffed meats.....165°F
- Ground, fabricated or restructured meats.....155°F
- Seafood, fish, pork and eggs.....145°F
- Commercially prepackaged products.....140°F

## COOLING

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

- Cool in an ice bath to 41°F or less then put foods into a refrigeration unit. (Process must be monitored and documented for inspector review.)
- Cool in shallow uncovered containers with a food depth of no more than 2 inches in a refrigeration unit. Foods must be cooled to 41°F or less.

## REHEATING

All potentially hazardous foods previously cooked and then refrigerated in an **approved facility** must be rapidly reheated to 165°F or more within one hour. 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.

## ADEQUATE HOT & COLD HOLDING FACILITIES

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

## **PROPER TEMPERATURES**

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

- In a refrigeration unit
- Under cold running water
- In the microwave as part of the continuous cooking process

Cold Holding: Potentially hazardous foods must be stored at 41°F or less at all times. Room-temperature storage of potentially hazardous food is not allowed.

Hot Holding: Potentially hazardous foods must be stored at temperatures of 140°F or above during hot holding

## **FOOD SOURCES**

All foods must be from an approved source. Home canned and home prepared foods are NOT allowed with the exception of dry baked goods. All foods must be prepared and stored in an approved facility. Raw milk and ice made at home are NOT allowed.

## **FOOD PROTECTION**

- Food found at improper temperatures will be discarded.
- Any temperature violations will be corrected immediately or the permit will be revoked.
- Food prepared in home **WILL NOT** be allowed.
- Provide pallets, boxes or shelves so all food, utensils, and single service items can be stored at least 4 inches off the ground.
- Cover all foods to protect them from contamination. Any self-service containers must be protected by the use of sneeze guards.
- Chemicals, such as bleach, must be stored away from food storage, preparation, and service areas.
- Smoking, eating or drinking in booths while working is not allowed. All non-working unauthorized persons are to be kept out of the booth area.

## **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 and can not be reused. Hands must be washed between glove changes.

## **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. Also, three separate tubs can be used as an alternative if approved by Environmental Health.

## RESTROOMS

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

## SANITIZING PROCEDURES

A sanitizing solution must be available at all times during food preparation and food service. Bleach is the most common sanitizer used. The recommended concentration is:

**One (1) teaspoon of liquid bleach added to one (1) gallon of cool/luke warm water**

DO NOT add soap or detergent to the water because soap binds with the chlorine in bleach making it ineffective. Also, hot water will cause the bleach to evaporate much faster than using cold water.

Wiping cloths used for wiping counters, tabletops and food preparation areas must be stored in the sanitizing solution when not in use. Be sure to wipe all surfaces with the sanitizing solution especially after working with raw meats. Change the solutions often throughout the day. It has been found that flies actually avoid surfaces that have been wiped with a bleach solution.

## THERMOMETERS

A metal stem thermometer with a range of 0°F-220°F must be available for checking hot and cold temperatures of food products. A metal 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.

## WHEN IS A 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 vendor 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.

