

Waseca County Public Health Services

299 Johnson Ave SW, Suite 160 • Waseca, MN 56093

Phone 507 835-0587 • Fax: 507 835-0687

SPECIAL EVENT FOOD STANDS

Please keep and review the following information

DEFINITIONS:

Special event food stand means a food establishment which is used in conjunction with celebrations and special events, and which operates no more than ten total days within the applicable license period.

REQUIREMENTS:

The applicant for a license to operate a special event food stand shall complete the enclosed License Application return it with the applicable fees to Waseca County Public Health Services at least 14 days prior to operating. The following information must be included: a list of all food and beverages to be served, sources of all foods served, a list of all equipment used in the food operation, a description of handwashing and dishwashing facilities, the water source and method of waste disposal, and the time period and location of operation.

LOCATION AND CONSTRUCTION OF STAND:

- Food stands must be located away from possible sources of contamination sources, such as toilets, garbage, and animal pens.
- A stand must provide protection during adverse weather by its construction or location. Food activities must cease in adverse weather if the interior of the stand is not adequately protected from the weather, windblown dust and debris.
- A canopy or other form of overhead protection must be provided.
- The floor, wall, and ceiling surfaces must be smooth, durable, and easily cleanable. Acceptable floor surfaces include: vinyl, sealed wood, concrete, machine-laid asphalt, and dirt or gravel (only if covered by suitable materials that are effective in controlling dust and mud).
- Interior lights must be shielded or coated.
- Food preparation and cooking areas must be protected by an impervious shield or by a separation distance to ensure customer safety and prevent food contamination by customers.
- A fire extinguisher with a minimum 2A 10 B C rating must be present if required by the State Fire Marshall.
- Gas hookup and service must comply with Chapter 1346.
- Electrical service must comply with Chapter 1315.

FOOD SOURCE: All foods, beverages, and ice must be obtained from an approved source, such as a grocery store or commercial food distributor. ***Foods prepared or stored at home are not allowed.***

EQUIPMENT:

- Mechanical refrigeration is required for potentially hazardous food. For events of less than 4 hours, dry ice or frozen freezer packs may be used, as long as the food can be maintained at 41 degrees F or less. Drained ice may be used to cool water impervious beverage containers.
- Equipment must be provided for adequately cooking and maintaining required temperatures of hot potentially hazardous foods. Slow cookers are not permitted for this purpose.
- Accurate temperature measuring devices must be provided in each refrigeration unit or ice chest, and for monitoring internal food temperatures.
- Single service disposable utensils must be provided for eating and drinking purposes.

DISHWASHING FACILITIES:

If multiuse utensils are used for preparation, storage, service, or dispensing food, a dishwashing facility must be available which consists of either an approved dishwashing machine, a three-compartment sink, or at a minimum three containers of sufficient size to immerse utensils. The four-step manual dishwashing process includes:

- Step 1: Washing utensils in warm water in the first sink or container.
- Step 2: Rinsing in clear water in second sink or container.
- Step 3: Sanitizing with an approved sanitizer in the third sink or container.
- Step 4: Air drying all utensils and equipment. Towel drying is prohibited.

Approved sanitizers include quaternary ammonium, iodine, or chlorine (i.e. bleach). Always follow the manufacturer's instructions and provide test strips for measuring sanitizer concentration.

HANDWASHING FACILITIES:

A handwashing device supplied with running water at a temperature between 70 and 110 degrees Fahrenheit, soap, nailbrush, and paper towels must be provided at all stands where food is prepared. Water must be supplied under pressure or by gravity with a faucet or spigot that provides hands-free flow of water.

WATER SOURCE:

Water must be obtained from an approved public water supply system. Water can not come from a residential well. Water may be transported and stored in approved cleanable, food-grade covered containers. Hoses used to obtain water must be of food grade quality and provided with an approved backflow prevention device.

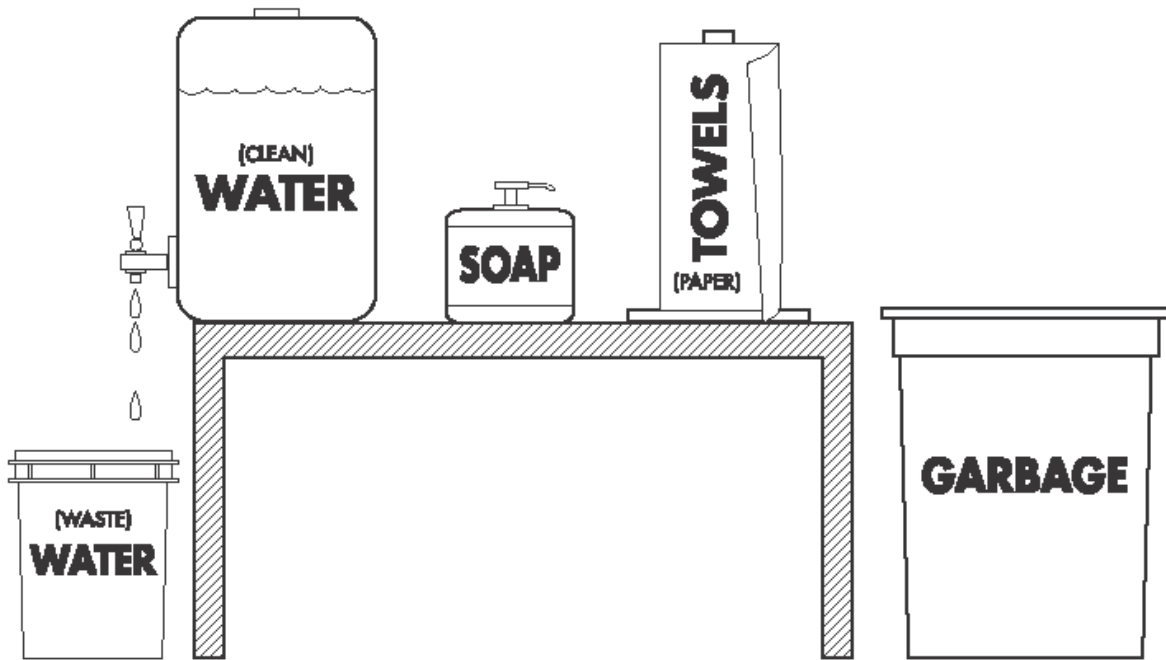
WASTE DISPOSAL:

- Waste water must be discharged into an approved sanitary sewer or holding tank. Ground surface discharge is not permitted.
- Trash and garbage stored for extended periods must be placed in tightly covered, non-absorbent containers.

INSECT CONTROL:

Provide effective insect control by use of screening, covering, and good sanitation. If insecticides are used, they must be: an approved type, used according to manufacturer's directions, and not used when food or utensils are exposed. Intermittent spray dispensers or vapor strips can not be used.

GRAVITY HAND-WASHING STATION



THREE STEP DISHWARE & UTENSIL WASHING STATION



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LE SUEUR/WASECA COMMUNITY HEALTH BOARD

88 SOUTH PARK AVE LE CENTER MN 56057 PHONE 507/357-8246

299 JOHNSON AVE SW SUITE 160 WASECA MN 56093 PHONE 507/835-0587



SPECIAL EVENT FOODSTAND LICENSE APPLICATION

A food or beverage stand used in conjunction with celebrations and special events, which operates for no more than **ten** total days.

APPLICANT INFORMATION

Food Stand Name: _____

Food Stand Person in Charge: _____ Phone: _____

Address: _____ Alt. Phone: _____

City: _____ State: _____ Zip: _____

MN Dept of Revenue Required Information Tax ID or Tax Exemption ID: _____

EVENT INFORMATION

Name of Event: _____

Location of Event: _____

Stand Location: _____

Dates & Times Stand in operation: _____

Event Coordinator: _____ Phone: _____

If applicable

LICENSE INFORMATION

~Please check appropriate box below~

\$55.00 enclosed

**Make checks payable to: Waseca County Public Health*

Le Sueur / Waseca Community Health Board Special Event Foodstand License Holder

MN Dept of Health / MN Dept of Agriculture Mobile Food Unit License Holder (return application with attached copy, you are exempt from our license)

A penalty fee of **\$60.00** will be added to the total license fee for operation without a license

Other events in Le Sueur / Waseca County: _____

Circle all applicable: *indicates Required

Indicate how food will be served:

Paper plates, disposable baskets, napkins, waxed paper, single use cups, single use flat ware, other:

Indicate measures for dust, wind, rain, and pest control:

Screened windows, awnings, mobile vehicle, permanent food stand, open air stand (Do not operate in inclement weather)

***What facilities will be provided for washing hands:** (must be located in foodstand)

Temporary gravity fed water container, permanent sink, soap, paper towels

Additional hand protection measures:

Food service gloves, tongs, spatulas, alcohol based hand sanitizer

***What measures will be provided for cleaning utensils:**

Permanent three-compartment sink, temporary three-step wash, disposable utensils, chlorine sanitizer, quat. sanitizer, other : _____

Identify source of water for food stand or vehicle:

City water, other approved source (list): _____

Means of disposal of wastewater: _____

Availability and type of fire extinguisher: _____

Means of securing pressurized cylinders (carbon dioxide, dry ice, liquid propane):

How and where will solid waste be stored and disposed of? _____

List on table provided: (use additional sheets of paper as necessary)

- 1) ALL Food and Beverage Items on your Menu
- 2) Where they are purchased
- 3) Where they are prepared (in booth or at licensed food service facility)
- 4) Serving temperature and related handling temperatures: (previously cooked/chilled products reheated to at least 165°F, foods held hot at 135°F or more, foods held cold at less than 41°F)
- 5) Equipment used (mechanical refrigerator, fryer, blender, soup warmer, mechanical freezer, etc.)
Mechanical refrigeration is required for all potentially hazardous foods, including meats, dairy products, eggs, sliced fruits and vegetables, and cream-based pies.

I understand that my application will be considered only for the food and beverages specified.

SIGNATURE _____ **DATE** _____

(Individual providing information)

FOR OFFICE USE ONLY

Amount revd _____ Receipt # _____ License # _____ of 3 Events Insp. Initials _____

****Crockpots are not allowed under any circumstances **Mechanical refrigeration is required for all potentially hazardous foods
 Only beverages in cans and plastic bottles (excluding milk) may be stored in ice as long as the ice is properly drained

Food	Where purchased	Where prepared	Length of hold before service	Related temperatures	Equipment used **
Ex: Hot Dogs	Acme Foods	In booth	Less than 2 hours	Stored cold 40, Reheat to 165, hold at ≥ 135	Refrigerator, Portable steam table
Ex: Buns, ketchup, mustard	Acme Foods	NA	Used as needed, stored closed, single use packets	Room temperature	NA