



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

Application for a Temporary Food Establishment Permit

A Temporary Food Establishment (TFE) operating in Fairfax County is required to have a Health Department Permit to Operate. Please print or type the information requested below and return the completed application by mail, fax or in person along with the \$40 fee, if applicable, to the address listed at the bottom of page 2. Applicants MAY be required to pick up their permit if applications are submitted less than 10 days prior to the start date of the event. If you are a 501(c)(3) organization, please contact the Health Department at (703) 246-2444 prior to submitting this application.

TEMPORARY FOOD ESTABLISHMENT (TFE) VENDOR INFORMATION

TFE Name: _____ Food Stand/Booth Mobile Food Unit

TFE Owner/Operator Name: _____ Phone #: (____) ____ - ____

TFE Full Address: _____

On-site Contact Name: _____ Cell Phone #: (____) ____ - ____

Contact Email: _____

EVENT INFORMATION

Event Name: _____

Event Full Address: _____

Event Coordinator's Name: _____ Phone #: (____) ____ - ____

Dates of Event: to Does the event occur at this location on a repeat basis? If yes, how often? (Weekly, Every 2 Weeks, Monthly)

MENU ITEMS - List all food and beverage items that will be served from the Temporary Food Establishment. Food and beverages can be prepared onsite at the event or in a regulated food establishment (a commissary). Farmers Market vendors must provide proof of inspection by a regulating agency along with this application when food and beverages are prepared and stored in a home-based food operation. Otherwise, home preparation and storage of food and beverages is prohibited.

Menu Item	Where do you prepare item?	Main Ingredients
	<input type="checkbox"/> onsite <input type="checkbox"/> commissary	
	<input type="checkbox"/> onsite <input type="checkbox"/> commissary	
	<input type="checkbox"/> onsite <input type="checkbox"/> commissary	
	<input type="checkbox"/> onsite <input type="checkbox"/> commissary	
	<input type="checkbox"/> onsite <input type="checkbox"/> commissary	
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	<input type="checkbox"/> onsite <input type="checkbox"/> commissary	
	<input type="checkbox"/> onsite <input type="checkbox"/> commissary	

TFE Activity and Equipment Usage (*check all that apply*)

- | | |
|--|--|
| <p><input checked="" type="checkbox"/> No home preparation of foods is allowed, including storage. (Except for approved farmers market vendors)</p> <p>_____ All food must be from approved commercial sources, with purchase receipts available on request.</p> <p>_____ Vendor is bringing food prepared in a facility not under permit by Fairfax County. A copy of the facility's permit and/or last inspection report from the regulating agency is required.</p> <p>_____ All water must be from an approved source or provided by appropriate connection (i.e., food/water grade hose with backflow protection) to public water supply at event site.</p> <p>_____ When needed to power equipment, electricity or generator will be provided.</p> <p>_____ All food items and ingredients will be stored off the ground or floor surface.</p> <p>_____ No ill persons will be handling food or allowed to work at the food booth.</p> <p>_____ Clean clothes and effective hair restraints (i.e., hair net, cap, visor, or bandana) will be worn by employees.</p> <p>_____ Smoking and eating will be prohibited in booth. Employees can drink from a closed container (i.e., sports mug or cup with lid and straw).</p> <p>_____ All food contact surfaces (equipment and utensils) must be non-toxic, smooth, and easily-cleanable.</p> <p>_____ All food equipment and utensils must be in good repair and free of corrosion, cracks, chips, etc.</p> <p>_____ Foods requiring proper cold holding at $\leq 41^{\circ}\text{F}$ will be served, offered, and/or held.</p> | <p>_____ Foods requiring proper hot holding at $\geq 135^{\circ}\text{F}$ will be served, offered, and/or held.</p> <p>_____ Holding equipment, including food transport containers, must be sufficient in number, dustproof, and capable of maintaining foods at proper cold and/or hot holding temperatures.</p> <p>_____ Food thermometer is required (check calibration) and ambient air thermometers are provided for cold and/or hot holding equipment.</p> <p>_____ Hand washing facilities with paper towels and liquid hand soap will be provided.</p> <p>_____ Facilities for 3-step wash, rinse, and sanitizing of equipment and utensils will be provided.</p> <p>_____ Wash, rinse, and sanitize containers must be large enough to hold soiled utensils.</p> <p>_____ Test strips for testing sanitizer solution concentration will be provided.</p> <p>_____ No direct bare hand contact with food will be allowed (i.e., use tongs, spatulas, and single-use disposable gloves).</p> <p>_____ Proper food cook temperatures must be verified using a food thermometer.</p> <p>_____ Foods on display will be covered or protected from contamination by a food or sneeze guard.</p> <p>_____ Garbage cans or refuse bins will be provided, kept covered, and emptied when full.</p> |
| | <p><input checked="" type="checkbox"/> Temporary Food Establishment Permit issued by the Health Department will be posted in public view.</p> |

TFE FEE SCHEDULE

- \$40** **Initial** Application Fee (no fee if applicant provides a receipt showing payment of \$40 state fee for that calendar year);
- \$0** Application fee for churches; fraternal or school organizations; 501(c)(3) organizations*; and volunteer fire departments and rescue squads that are exempt under Code of Virginia §35.1-25 and §35.1-26 (***must provide proof of the organization's exemption from taxation under § 501(c)(3) of the Internal Revenue Code**); or
- \$0** Individual resident of Fairfax County participating in only one (1) temporary event per calendar year.

I/We attest to the accuracy of the information provided, affirm to comply with the Food and Food Handling Code and will allow the Health Department access to the Temporary Food Establishment at any time during the event to inspect, conduct tests, or collect samples as required.

_____ **Applicant's Signature**

_____ **Date**

_____ **Applicant's Name (printed)**

FOR OFFICE USE ONLY			
FIDO # _____			
Entered by/ Date _____			
<input type="checkbox"/> 501(c)(3) status	<input type="checkbox"/> Prior Receipt		
Date Permit Sent:	MM	DD	YY

**Fairfax County Health Department
Division of Environmental Health**

website: <http://fairfaxcounty.gov/hd/eh>

email: HDehd@fairfaxcounty.gov

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