

# Jefferson County Health Department

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## APPLICATION FOR TEMPORARY FOOD SERVICE PERMIT (Please print or type)

DATE \_\_\_\_\_

ORGANIZATION/INDIVIDUAL \_\_\_\_\_

ADDRESS \_\_\_\_\_

ORGANIZATION REPRESENTATIVE \_\_\_\_\_

TELEPHONE NUMBERS (work) \_\_\_\_\_ (home) \_\_\_\_\_

EVENT \_\_\_\_\_

EVENT LOCATION \_\_\_\_\_

DATE(S) OF OPERATION \_\_\_\_\_ TIME(S) \_\_\_\_\_ TO \_\_\_\_\_

TYPE OF FOOD FACILITY \_\_\_\_\_

(Beverage wagon, booth, kitchen, tent, etc...)

**PLEASE PROVIDE THE FOLLOWING INFORMATION. Failure to provide the necessary information regarding your operation may delay the processing of your application.**

Water Source \_\_\_\_\_ Sewage Disposal (if appl.) \_\_\_\_\_

Solid Waste Disposal \_\_\_\_\_ Gray Water Disposal \_\_\_\_\_

Screening Provided \_\_\_\_\_ Floor/Grass Covered \_\_\_\_\_

### **LIST ALL FOOD AND BEVERAGE ITEMS BELOW**

<b>Food/Beverage</b>	<b>Source Address</b>	<b>Where Prepared</b>	<b>Methods of preparation and serving equipment</b>
Example: Hot Dogs	Acme Supermarket City, USA	Joe's Restaurant or on site	Boiled in large pot on gas grill using tongs

Food/Beverage	Source Address	Where Prepared	Methods of preparation and serving equipment

\* Please be specific when answering the questions below:

**If thawing of food is required prior to cooking explain your methods of how this will be accomplished.**

**Explain where/how you will be storing your food during the day and overnight and how your food is transported.**

\* You must ensure your food is always held at 41 F or below or 140 F or above during transport or storage.

**Hand-Washing Methods (Explain what you will be using and how)**

- Must be adequate size and provide continued stream for at least 20 seconds.
- Remember in West Virginia it is required that you use gloves whenever you are touching/handling Ready-to-Eat foods. Please ensure you have an adequate supply in your facility.

**Condiments & How Served**

\* Must be protected from contamination (ie: plastic lids, squeeze bottles, individually packaged)

**Explain where and how utensils are Cleaned & Sanitized**

\* Ensure you have sanitizer test papers for checking your sanitize concentrations.

**Refrigeration Type (Explain all refrigeration types to include ice chests)**

\* All refrigerators must be provided with thermometers.

**List All Cooking/Hot Holding Equipment**

\* Ensure you have a probe thermometer for checking that you are properly cooking and/or hot holding your food.