

For Office Use  
Temporary License # \_\_\_\_\_  
Benevolent Licenses ONLY:  
Phone Consult (Only): Y / N  
If Y, License Approved: Y / N Exp. Date \_\_\_\_\_

TEMPORARY RESTAURANT LICENSE APPLICATION

COMPLETED FORM AND FEES MUST BE RECEIVED IN OUR OFFICE AT LEAST SEVEN DAYS BEFORE THE START OF THE EVENT TO AVOID LATE FEE

- TEMPORARY RESTAURANT (\$145.00 per Booth)
LATE FEE (\$26.00)
MOBILE UNIT LICENSED IN OTHER COUNTY - County & License #

Make checks payable to: CLACKAMAS COUNTY PUBLIC HEALTH DIVISION

License Type: Single Event, Intermittent (30 days), Seasonal (90 days)

Event Name: Dates:
Event Address:
Booth Name: Hours of Operation:
Booth Owner's Name:
Phone Number: Email:
Mailing Address:
Event Coordinator/Organizer:
Event Coordinator's Phone/E-mail:

Applicant Signature: Date:

\*IF SEASONAL OR INTERMITTENT (ONLY): SKIP remaining questions, unless changes have occurred since your PLAN REVIEW

- 1. Who will be the Person-In-Charge of the booth on the day(s) of the Event?
2. Water Source: ALL WATER MUST BE OBTAINED FROM AN APPROVED PUBLIC WATER SUPPLY
3. Food Source and Preparation: All food must come from an approved source and should be prepared at the booth on the day of the event. NO HOME-PREPARED FOODS ARE ALLOWED
4. Leftovers: What will you do with food left at the end of the event / each day?

5. **Menu:** (List all food items, including toppings; attach additional pages as needed)

<u>Food Item</u>	<u>Preparation at event / off-site</u>	<u>Food Item</u>	<u>Preparation at event / off-site</u>
_____	_____/____	_____	_____/____
_____	_____/____	_____	_____/____
_____	_____/____	_____	_____/____

6. **Food Temperature Control:** How will you provide proper food temperature control?

a. Cold-holding and cooling (e.g., refrigerators, coolers, ice, cooling wands)

Describe: \_\_\_\_\_

b. Hot-holding and cooking devices (e.g., portable warmer, steam table, propane burner, grill)

*NOTE: Check with local Fire Department for restrictions on cooking/hot holding equipment.*

Describe: \_\_\_\_\_

c. During transport to event?

Describe: \_\_\_\_\_

7. **Booth Construction:**

Type of Overhead Protection Provided: \_\_\_\_\_

Type of Floor Provided: \_\_\_\_\_

Type of Food Protection Provided: \_\_\_\_\_

8. **Must Obtain Before Event** (see *Temporary Restaurant Operation Guide* for complete list of requirements):

Food Handler Cards -1 certified worker per shift; available online at [www.orfoodhandlers.com](http://www.orfoodhandlers.com)

Probe Thermometer (Range of 0° -220°F, calibrated/accurate) to check food temperatures; thin tip digital thermometer needed if cooking raw meat

Refrigerator Thermometer (working, accurate) in every cooler/refrigerator unit

Hand-washing Facility provided **in** the booth (*Set up FIRST, use first; hand sanitizer cannot substitute*)

Describe set-up: \_\_\_\_\_

Approved Sanitizer and Proper Test Strips - CIRCLE ONE:

chlorine

quaternary ammonium

other: \_\_\_\_\_

9. **Availability of Facilities:**

• Where will you dispose of:

GARBAGE?  Provided by Organizer  Other \_\_\_\_\_

WASTE WATER?  Provided by Organizer  Other \_\_\_\_\_

• Where are the RESTROOMS located? \_\_\_\_\_

**TEMPORARY RESTAURANT OPERATION GUIDE, Guidelines for Food Booths at Events - available online at:**

<http://public.health.oregon.gov/HealthyEnvironments/FoodSafety/Documents/tempguide.pdf>

<http://www.clackamas.us/publichealth/>