



CARTERET COUNTY HEALTH DEPARTMENT

Environmental Health Section

TEMPORARY FOOD ESTABLISHMENT (TFE) PERMIT APPLICATION

What is this application for? (check one):

- TFE
 TFE Commissary (A TFE Commissary is a food establishment affiliated with a TFE that prepares food in advance of an event, or offsite.)

In order to be eligible for a TFE permit, the applicant must be affiliated with and endorsed by a transitory fair, carnival, circus, festival, or public exhibition. Please provide the following information regarding the event that you will be operating as a part of. NOTE: The event coordinator will have to provide confirmation that you are affiliated with and endorsed by their event.

Event Name: _____
Event Location: _____
Date of Event: _____ Hours of Operation: _____
Event Coordinator: _____
Event Coordinator Phone: _____ Email: _____
Event Coordinator mailing address: _____

Please provide your information as the permit applicant:

Name: _____
Address: _____ zip: _____
Phone: _____
Email: _____

What was the last event that you operated at prior to this event?

Previous Event Name: _____
Previous Event Location: _____
Previous Event Date: _____

What is the next event that you will be operating at following this event?

Next Event Name: _____
Next Event Location: _____
Next Event Date: _____

Describe the source of your potable water that you will use at the event. (check one)

- Connect on-site to public water supply using approved food grade/potable water hose.
 Potable water containers that are emptied, washed, rinsed and sanitized prior to filling on-site.
 Other: describe: _____

Describe how your wastewater will be collected and disposed of. (check one)

- Event Coordinator provides collection/disposal
 I will collect and dispose of the wastewater in an approved offsite wastewater disposal system. (Location of off-site disposal: _____)

Describe how your grease will be collected and disposed of. (check one)

Event Coordinator provides collection/disposal

I will collect and dispose of used grease off-site.

(Location of off-site disposal: _____)

Describe how your solid waste will be collected and disposed of. (check one)

Event Coordinator provides collection/disposal

I will collect and dispose of solid waste off-site.

(Location of off-site disposal: _____)

What time will you be setting up your TFE? _____

What food items will you be serving? How much food will you have? Where will you be getting these items from?

<u>Food Item</u>	<u>Source</u>	<u>Quantity</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Will you be preparing food prior to the event? YES NO

If yes, where? _____

(NOTE: If you are proposing to prepare food in a facility that does not have a valid food service permit, you must apply for and obtain a TFE Commissary permit before using that facility.)

How will you keep cold food cold (45F or below)? (check all that apply)

coolers with ice

refrigerator

other: _____

How will you keep hot foods hot (135F or above)? (check all that apply)

grill/steam tables

heat lamps

other: _____

Describe your handwashing facility: _____

Describe your utensil washing and sanitizing setup: _____

In the space below, please provide a floor plan of your TFE, showing what food equipment you will have. Please include items such as sneezeguards, handwash stations, storage etc. You may attach a separate floor plan if the space below is not sufficient for your sketch.

Is your organization incorporated as a non-profit corporation in accordance with Chapter 55 of the NC General Statutes, exempt from federal income tax under the Internal Revenue Code as defined in G.S. 105-228.90, or a political committee as defined in G.S. 163-278.6(14)? (check one)

Yes (If yes, please attach supporting documentation such as tax ID#)
 No

If you answered yes to the above question you may be exempt from inspection and permitting as long as you are not operating for more than two consecutive days in the month.

Please submit application, along with the \$75 permit fee (unless exempt), no fewer than 15 calendar days prior to the date of the event to:

**Environmental Health Division
Carteret County Health Department
3820 -A Bridges St.
Morehead City, NC 28557**

For more information please contact our office at 252-728-8499.

I hereby certify that the information in this application is correct, and I understand that any deviation without prior approval may result in the denial of a TFE or a TFE Commissary permit. I also understand that I cannot prepare food in the TFE or TFE Commissary until I have obtained a permit.

Applicant's signature: _____ Date: _____