



Mason County Health Department

1002 East Laurel Ave, Havana, IL 62644

Phone: (309) 210-0110 ■ Fax: (309) 543-2063

Temporary Food Application

Fees: 1-4 days---\$30 5-8 days---\$40 9-14 days--\$50

\$25 Late Fee if application is not received prior to the event

****Temporary Food Application Fees are NON REFUNDABLE****

Name of Stand _____

Name of Event _____

Location of Event: _____

Date (s) of event _____ Time of Food Prep _____

Hours of Operation Start: _____ End: _____

Contact Person Name _____

Address _____

Daytime phone # _____

Email address: _____
(permit will be emailed for one day events not taking place during a festival)

Where will the food be prepared? ☐ At the event ☐ At an approved licensed facility _____

Is public water available on-site? ☐ Yes ☐ No; If no identify source _____
(If well water, must provide results of water sample)

Certified Personnel on-site? ☐ Yes; Name and License Number: _____ ☐ No

Food/Beverages Served

Purchased From

FOR OFFICE USE ONLY

Log #: T 125-_____-_____

Cash/Check # _____

Approved by: _____

Date Issued: _____

Checklist _____

Inspection _____

Onsite / Mail / Pick-up / Phone

PLEASE SELECT MAIN ENTRÉE FROM YOUR MENU & DESCRIBE THE STEPS BELOW

Name of entrée _____

Transportation: How will the food be transported?

Preparation: List steps of food preparation.

Cold Holding: How will you store the food before it is cooked?

Cooking: What cooking temperature is needed for that food item and how will it be cooked?

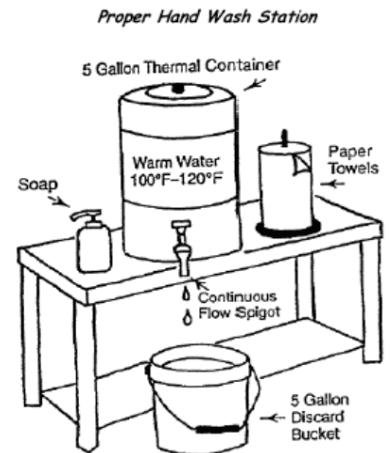
Hot Holding or ready-to-eat: After food is cooked will it be served immediately or what kind of hot holding unit will be used and at what temperature?

Food Dispensing: Single serve or plates and utensils

Temporary Event Checklist

Initial each line to verify you have read and will follow each action:

- Hand washing facilities – A hand washing station (as illustrated) or a sink (not in a restroom) shall be provided. Station must have warm running water, soap, paper towels and a bucket to collect dirty water. A jug of warm water with a turn spout container is acceptable. Station must be within 20 feet of food preparation area and be set-up **prior** to any food handling.
- Cold food will be kept at **41 degrees** or below during transportation and storage. Thermometers must be present in holding equipment.
- Hot food will be kept at an internal temperature of **135 degrees** or more after cooking.
- A metal stem thermometer will be available for checking the temperature of hot food and a thermometer will be placed in all cold holding equipment.
- Food shall be prepared on-site or at an off-site location approved by the health department in advance of the event. Home preparation of food is not allowed.
- Three pans will be provided (or a three compartment sink) to wash, rinse and sanitize food handling utensils. Utensils will be air dried.
- A bucket or spray bottles containing sanitizer solution will be provided to clean food preparation counters.
- Gloves will be worn by all people handling ready-to-eat foods.



I have read the above checklist for safe food handling and agree to implement these practices at the temporary event for which I am applying. If I am not the responsible party for food handling at the event, I will provide this checklist to the person who is responsible and ensure they agree to abide by these practices. **I understand that failure to follow each action may result in revocation of the temporary food permit and closure of the temporary food stand.**

Signature _____ Date _____

Printed Name _____