

TEMPORARY FOOD ESTABLISHMENT APPLICATION

Community Health Protection Bureau, Environmental Health Program
2110 Washington Boulevard, Suite 350, Arlington, VA 22204
Phone: (703) 228-7400 Fax: (703) 228-7401 Email: ehealth@arlingtonva.us

INSTRUCTIONS: Submit your completed application, any necessary attachments, and application fee to the Community Health Protection Bureau at least 10 days prior to the event to obtain your health license. The Environmental Health Program must issue a health license before you may serve food. Make checks payable to Arlington County Treasurer. *Note:* A fire permit may also be required for operation. Call the Fire Prevention Office at (703) 228-4644 for information.

I. APPLICANT INFORMATION

1. Please select one of the following options:

Applicant Type	Fee
a. Church; fraternal, school, or social organization; or volunteer fire department or rescue squad that is exempt under §35.1-25 and §35.1-26 of the Code of Virginia	\$0
b. Applicant with proof of paying a Temporary Food Establishment fee in the current calendar year	\$0
c. Individual resident of Arlington County participating in ONLY ONE event this calendar year	\$0
d. Holder of a valid VDH or Arlington County Food Establishment permit (provide a copy of the permit)	\$0
e. New Temporary Food Establishment	\$40

2. Applicant/Vendor Name: _____ 3. Applicant Phone: _____

4. Applicant Address: _____ City: _____ State: _____ Zip: _____

II. EVENT INFORMATION

5. Event Name: _____ 6. Event Location: _____

7. Event Coordinator Name (if known): _____

8. Event Date(s): _____ Event Time: _____ Food Set Up Time: _____

III. OFF-SITE FOOD PREPARATION FACILITY INFORMATION

9. Facility Name: _____ 10. Facility Phone: _____

11. Facility Address: _____ City: _____ State: _____ Zip: _____

IV. EVENT FOOD PREPARATION & SERVICE INFORMATION

12. Floor Material Type: _____ Overhead Protection Material Type: _____

13. Will there be **cooking, reheating, slicing, chopping, cutting, mixing** or any other type of food preparation at the event site?

Yes

- A gravity flow container must be provided. A 5-gallon container with potable water and a spigot that can be left in the open position to leave hands free for washing, a 5-gallon or larger container to catch wastewater, liquid hand soap, and paper towels are required.
- A minimum of three 5-gallon containers or three 3-gallon dishpans are required—one with detergent/water, one with clear water, and one with sanitizer (e.g., 1tbs/gal bleach/water).

No

- If you are strictly serving foods that are ready to eat, then use chemically treated towelettes to clean your hands.

14. Type of handwashing: _____

15. How utensils will be cleaned: _____

16. How the following services will be provided:

Water Service: _____

Garbage Disposal: _____

Liquid Waste Disposal: _____

17. Do you plan to sell **time/temperature control for safety (TCS) foods** (e.g., meat, seafood, poultry, eggs, dairy items, and cooked beans/rice/pasta)?

Yes

- Length of time needed to transport the food to the event: _____

No

18. Please list all food items you plan to serve. The County Manager reserves the right to limit the menu.

Food item	Where food is prepared	Cooking procedures (e.g., Deep fry, grill, propane, microwave, stove, oven)	Method for keeping TCS foods hot (≥ 135 F) or cold (≤ 41 F)

V. CERTIFIED FOOD PROTECTION MANAGER INFORMATION

*Please attach a copy of the certification.

19. Certified Food Protection Manager Name: _____

20. Certifying Official: _____

21. Certification Number: _____ 22. Expiration date: _____

VI. CERTIFICATION

By signing this statement, I attest to the accuracy of the information provided in the application, agree that I will comply with the Arlington County Code, Chapter 9.2 (Food and Food Handling), and allow the regulatory authority access to my temporary event space.

Applicant Signature

Date

OFFICE USE ONLY

Receipt #:

Admin Name:

Posted:

Food Thermometer

Menu Review

Test Kit

Risk Classification

Protection from customer and environmental contamination

Time Ready for Inspection: