



**CITY OF GRAND PRAIRIE**  
**ENVIRONMENTAL SERVICES DEPARTMENT**  
**TEMPORARY FOOD ESTABLISHMENT PERMIT REQUEST**  
 (Separate Form Required For Each Stand)  
 Permit Fees Are Not Refundable  
 Type or Print

Name of Special Event \_\_\_\_\_

Date(s) of Event \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
 Starts Ends Total # of Days am/pm am/pm

Location of Event (Street Address) \_\_\_\_\_

Sponsoring Organization \_\_\_\_\_

Responsible Person \_\_\_\_\_ Phone Number \_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
 (First) (Middle) (Last) Area Code

Address \_\_\_\_\_  
 (Street) (City) (State) (Zip Code)

Do you operate a food establishment at other locations? Yes \_\_\_\_\_ No \_\_\_\_\_

Name of Establishment \_\_\_\_\_ Phone Number \_\_\_\_ (\_\_\_\_) \_\_\_\_\_

Address of Establishment \_\_\_\_\_  
 (Street) (City) (State) (Zip Code)

Food Items to Be Served	Place of Preparation & Storage

**If additional lines needed see back of application**

I acknowledge receipt of a copy of City of Grand Prairie Guidelines for Temporary Food Establishments and understand that failure to meet provisions for a Temporary Food Establishments described in the City of Grand Prairie Code of Ordinances, Chapter 13, article II, Section 13-20 (Texas Food Establishment Rules) can result in citation for violation and penalties to be assessed in court. I also understand that no more than three (3) foods which consists in whole or part of Potentially Hazardous Foods (PHF's) shall be prepared, stored, or offered for consumption in any temporary food booth. Further, I understand that peddling or hawking outside of this booth is prohibited. I certify that all facts stated in this application are true and correct to the best of my knowledge and belief.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant's Drivers License No. \_\_\_\_\_ DOB \_\_\_\_\_ State \_\_\_\_\_  
 (Mo) (Day) (Year)

Incomplete application will not be processed  
 \*\*\*\*OFFICE USE ONLY\*\*\*\*

Special Conditions \_\_\_\_\_

Application for Permit(s) Fee: \_\_\_\_\_ \$50.00 \_\_\_\_\_ Non-Profit No Charge

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Food Items to Be Served Cont'd

Place of Preparation & Storage Cont'd

Food Items to Be Served Cont'd	Place of Preparation & Storage Cont'd



## **TEMPORARY FOOD SERVICE ESTABLISHMENT GUIDELINES**

Food Establishment - An operation that prepares, packages, services or otherwise provides food for human consumption...The term includes...An operation that is conducted in a mobile, roadside, stationary, temporary, or permanent facility or location...where consumption is on or off the premises; and regardless of whether there is a charge for the food. [Texas Food Est. Rules 229.162(33)(A)]

A temporary food service establishment is a food establishment that operates at a fixed location for a period of not more than fourteen (14) consecutive days in conjunction with a single event or celebration. [Texas Food Est. Rules 229.162(94)]

**Applications for temporary food service permits shall be made no sooner than thirty (30) days and no less than three (3) days prior to the start of event.** Permits shall be valid for the duration of the event or as specified on the face of the permit. Fees for permits shall be paid in advance at the time of application for a permit. Fees shall be fifty dollars (\$50.00) for **each** booth and are non-refundable.

Booths operated by non-profit organization or by businesses in conjunction with an event promoting the City of Grand Prairie shall not be subject to permit fees. However, these organization and businesses shall make application for permit(s) and adhere to all other guidelines set forth. **PERMITS MUST BE POSTED IN CONSPICUOUS PUBLIC VIEW**

All food (snack, entrees, etc.) must be approved in advance. Commercial prepared pre-packaged foods prepared for individual service may be approved. If hot and cold running water under pressure is available, more extensive food preparation may be allowed. **HOME PREPARATION OR STORAGE OF FOOD IS NOT ALLOWED.**

Failure to comply with any section of these rules may result in citation, revocation of permits and cessation of the food service operations. If you have any questions contact the Environmental Services Department at 972/237-8055

## 1. General Requirements:

- a) All food service preparation areas must be clean and well maintained.
- b) Employees must be free from any diseases. Employees must maintain a high degree of personal hygiene (i.e. upper respiratory infections, colds and washing hands).
- c) Employees must have access to adequate restroom facilities.
- d) Personnel may not eat, drink or use tobacco products in food preparation area.
- e) All food handlers must use an effective hair control device.

## 2. Food:

- a) Food temperatures. All food temperature requirements shall be met as contained in the Texas Food Establishment Rules.
  - All hot foods must be maintained at a temperature of not less than **135°F**.
  - All cold foods must be maintained at a temperature of not more than **41°F**.
- b) Home preparation of food is not permitted.
- c) Open, unprotected displays of food are not allowed.
- d) Potentially Hazardous Food (PHF) will be limited to only three (3) items. Potentially Hazardous Foods include such foods as meats, eggs, dairy, rice, beans, potatoes, etc.
- e) Potentially Hazardous Foods (PHF) allowed to be cooked on site from raw state are those which are fast cooking such as:
  - 1) Pre-formed hamburger patties
  - 2) Beef or Chicken Fajitas
  - 3) Sausage, hotdogs, etc.

## 3. Food Protection:

**The Regulatory Authority prior to opening a temporary food booth shall approve the menu items served. All food booths must have a suitable covering over the food preparation, storage, cooking and serving areas.**

- a) All food items must be covered with a lid or some other durable type material.
- b) All food items should be handled with a serving utensils or gloves.  
**Bare hand contact with food is discouraged**
- c) Food service thermometers must be present in the food preparation area if potentially hazardous foods are handled. Thermometer must be metal stem and accurate within **2°F**.

- d) Potentially hazardous food products must be stored in mechanical refrigeration or completely submerged in ice inside ice chest to maintain food temperatures at **41°F** or less.
- e) Frozen products must be held at **32°F** or less.
- f) Food products may be stored on ice provided the ice is draining and the containers are durable, smooth and easily cleanable. Styrofoam storage containers are prohibited.
- g) Condiments provided for the customer's use including onions, relish, sauces, peppers, catsup, mustard, etc., shall be dispensed as single serve packets or from squeeze or pump type containers.
- h) When self-service ice dispensers are not provided, an employee must dispense the ice.
  - Handles of ice scoops must extend out of the ice.
  - Ice used for human consumption must be stored separately from ice used to refrigerate drink bottles, cans or cartons and food products.
  - Ice storage containers must have open drains to prevent submergence of chilled cartons, cans, or bottles in melted ice.
  - Ice must drain into an approved container (i.e. plastic container or trash can).

#### **4. Hand Washing:**

- a) A convenient hand washing facility shall be available within the food preparation area. The facility shall have a sufficient supply of portable running water or hand dip, pump soap and individual paper towels. (Also, see wastewater disposal 5a-b).
- b) No bare hand contact with ready to eat food products.
- c) Food handling personnel must wash their hands as frequently as necessary to keep them clean. Disposable gloves may not be used in lieu of hand washing. Hand sanitizer may not be used in place of hand washing.

#### **5. Wastewater Disposal:**

- a) Wastewater must be disposed of in a sanitary sewer or an approved port-a- potty. Wastewater cannot be disposed of in the grass, on the ground, in a storm drain, or in a storm sewer.
- b) Covered trash containers must be provided.

#### **6. Food Contact Surfaces:**

Food contact surfaces of equipment shall be protected from contamination. Where helpful to prevent contamination, effective shields shall be provided.

**7. Single Service Articles:**

All temporary food establishments shall provide only single service articles for use by consumers. All utensils shall be stored at least six (6) inches off the floor and be protected from contamination at all time.

**8. Floors:**

Floors shall be constructed of concrete, asphalt, tight wood or other similar cleanable materials kept in good repair. Dirt or gravel, when graded to drain may be used as subflooring when covered with clean, removable platforms or duckboards.

**9. Equipment:**

- a) Equipment shall be located in a way that prevents food contamination and that also facilitates cleaning.
- b) Hot and cold holding equipment. Equipment for cooling or heating food and holding cold or hot food shall be adequate in number and capacity to provide food temperatures as specified under Texas Food Establishment Rules.

**10. Food Storage:**

All food and food service equipment shall be stored at least six (6) inches off the floor.

**11. Sanitizing Water:**

All temporary food service establishments must use the three (3) step process for proper washing, rinsing and sanitizing of equipment and utensils.

- a) Sanitizing solution should be at least 50ppm if chlorine is used. Quaternary ammonia should be used as per the manufacture instructions.
- b) Test papers must be available on site.