

FOOD VENDOR APPLICATION
The Lowell Women's Club and Lowell Recreation
Department proudly present the 5th Annual Lowell
Freedom Festival

Friday June 4, 2010 6:00pm – 10:00pm
Saturday, June 5, 2010 10:00am - 6:00pm
Harold Rankin Park-Main Street Lowell, NC
Registration Fee: \$65.00 for both June 4 & June 5
\$55.00 for June 5 only

Your Name: _____

Company Name: _____

Address: _____

Phone Number: _____

Email: _____

Type of food at your booth: _____

Please check your participation:

I will be at the festival June 4 and June 5

I will be at the festival June 5 only

- Outdoor booth space is 10'x10'. **You are responsible for supplying tents, tables, chairs, your own source of power and water for your booth.**
- Cancellation Policy:
 - Full refunds will be processed on cancellations received no later than May 1, 2010.

- Cancellations received after May 1, 2010 will be subject to a \$10.00 handling fee.
 - No refund will be processed on cancellations received after May 31, 2010.
 - No refunds will be issued due to inclement weather on the day of the festival.
- All booth space applications are reviewed by The Lowell Recreation Department and The Lowell Women's Club to determine acceptance to the festival. If your application is rejected, your money will be fully refunded prior to May 21, 2010.
- **A mandatory Gaston County Application for Temporary Food Establishment Permit must be sent along with your application by May 14, 2010 – NO EXCEPTIONS.** The Gaston County Environmental Health Division may require you to pay a \$50.00 "Temporary Food Establishment" permit fee. The Gaston County Environmental Health Division will contact you to pay this fee. ****THE HEALTH DEPARTMENT REQUIRES YOU TO FILL OUT THIS FORM EVEN IF YOU SELL PRE-PACKAGED FOOD!****
- Registrations must be received no later than May 14, 2010. Make checks payable to The Lowell Women's Club. Our mailing address is:
 - The Lowell Women's Club
 - 4020 River Falls Dr.
 - Lowell, NC 28098
- Booth assignments and festival information will be sent to you no later than May 31, 2010. If you need information before then, call 704-661-2015.
- Set up hours are:
 - 2:00pm-5:00pm on Friday, June 4, 2010 or 8:00am – 9:30am if you are only participating on June 5, 2010.
 - Your exhibit area must be cleaned and cleared by 7:00pm on June 5, 2010.

By signing below, you agree to all of the above information and to release The City of Lowell, The Lowell Recreation Department, and The Lowell Women's Club from any claims for damages, injuries or loss suffered by you or anyone participating with you as a result of participation in the 2010 Lowell Freedom Festival event and waive any claim that you or anyone participating with you might have against the above sponsors for damages arising out of, or in any way relating to, your participation in this event.

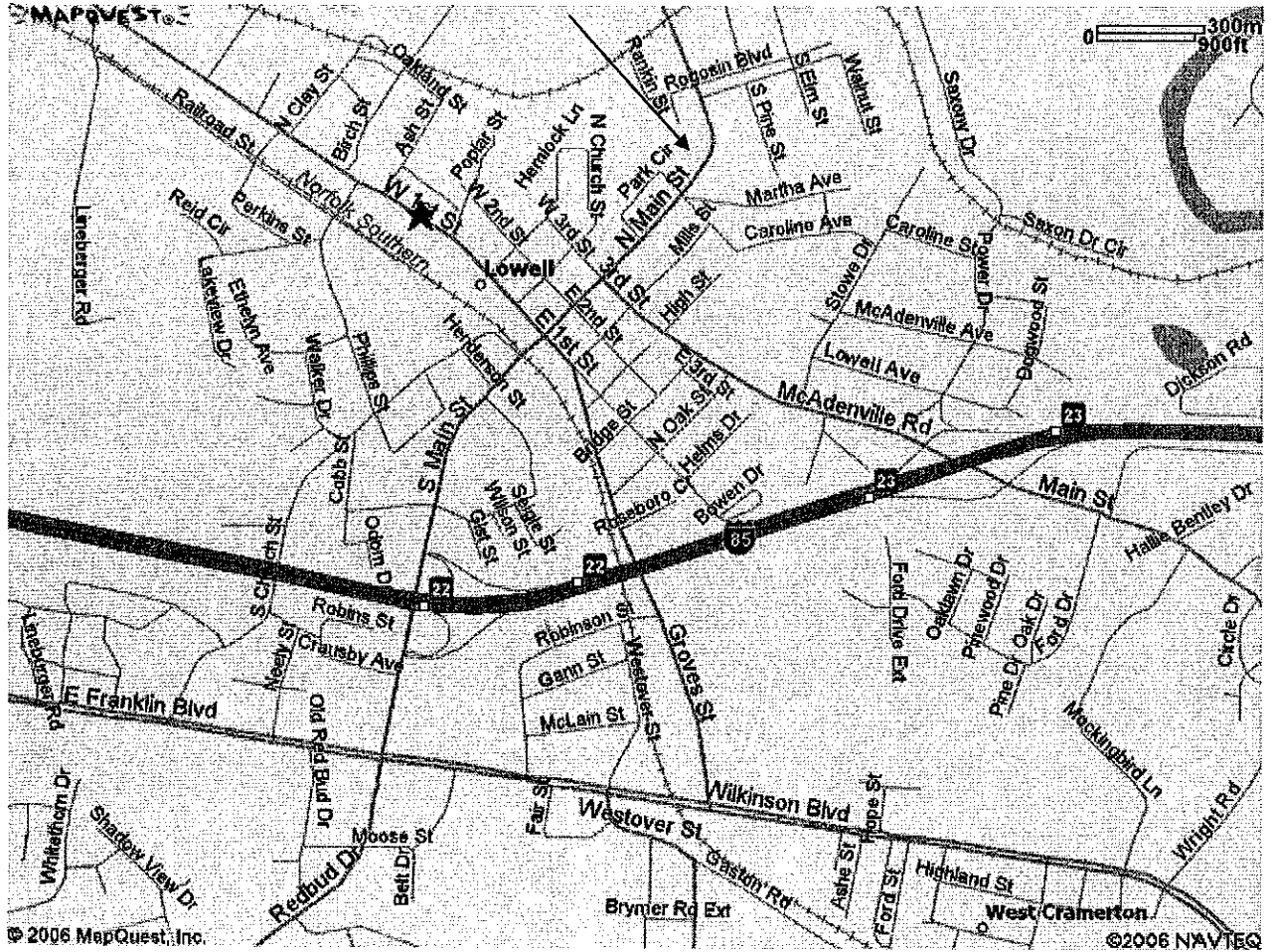
Signature: _____

Print Name: _____

*Any forms unsigned will be returned to you along with your check.

See attached pages for the location of The Lowell Freedom Festival and Temporary Food Establishment Permit.

Harold Rankin Park





Curtis Hopper, R.S.
Administrator

Gaston County Environmental Health

991 West Hudson Boulevard • Gastonia, North Carolina 28052
Phone (704) 853-5200 • Fax (704) 853-5231 • www.gastonpublichealth.org

APPLICATION FOR A TEMPORARY FOOD ESTABLISHMENT VENDOR PERMIT

Each food vendor must submit a completed Temporary Food Establishment (TFE) Permit Application along with required permit fee(s) to Gaston County Environmental Services. The TFE application and required permit fee(s) must be submitted at least fifteen (15) days prior to the date of the event. Vendor applications or permit fees received after the deadline will not be considered and will be returned. Each question must be answered or the application will be returned.

Application submission date: _____ Non-Profit Tax I.D.# _____

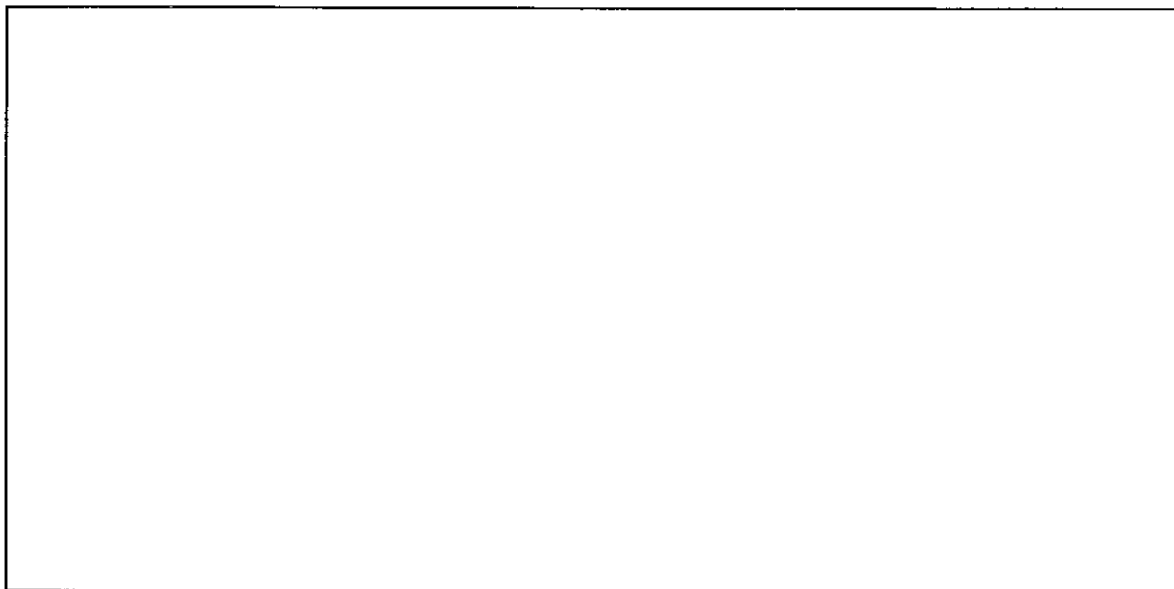
1. Name of event: _____
2. Location of event: _____
3. Date(s) of event: _____ To _____ Time(s) _____ To _____
4. Booth Name/Business name: _____
5. Owner/Operator name: _____
6. Owner/Operator address: _____
Address City State Zip
7. Applicant's telephone number: _____
8 am - 5 pm Cell/Other
E-mail address: _____
8. Proposed date/time for pre-opening inspection: _____
9. Indicate type of set up: () Tent Size ____ x ____ () Self contained unit (eg. Mobile trailer)
10. List all food and beverage items that will be served: _____

11. Will **all** foods/beverages be prepared at the temporary food establishment? Yes _____ No _____
If no, attach a **written agreement** (signed by the owner of a North Carolina permitted food establishment) giving you permission to use the kitchen. Agreement must have listed items that will be prepared in the kitchen. Domestic kitchens cannot be used.
12. How will food temperatures be maintained during transporting to site? Cold: _____
Hot: _____
13. Describe equipment to be used at the event for:
a. Cooking/Reheating _____
b. Cold Holding _____
c. Hot Holding _____
14. Handwashing: () Plumbed sink () Gravity flow with pushbutton/twist nozzle
15. Utensil washing: () Plumbed utility sink with drainboard/countertop space for air-drying
() Utility sink with gravity flow (pushbutton/twist nozzle) with drainboard/countertop space for air-drying

Cont.

16. Water source: () On-site Municipal () Sealed bottled water () Brought from permitted North Carolina food establishment - Name of Establishment/Phone number: _____
17. Wastewater disposal: () Provided by Event () Taken to permitted North Carolina food establishment. Name of establishment/Phone number: _____
18. Toilet facilities: () Public Building () Chemical Toilets (Porta-Johns) () Other _____
19. Garbage disposal: () Can collected on-site () Dumpster () Other _____

EQUIPMENT LAYOUT DIAGRAM: Identify all equipment including cooking and cold holding equipment, handwashing facilities, work tables, utensil washing facilities, food and single service storage, sneezeguards, and customer service areas (condiment tables). **Application will be returned if this section is not filled out completely.**



I hereby certify that the above information is correct, and I fully understand that any deviation from the above without prior permission from Gaston County Environmental Services may nullify final approval and prevent issuance of a temporary food establishment permit. **I also understand that if this application is incomplete it will be returned to me, and, if I do not correct and return it to Gaston County Environmental Services at least 15 days prior to the event, my application will not be considered.**

Signature: _____ Date: _____
(Owner/Operator or designee)

Approval of these plans and specifications by this Department does not indicate compliance with any other code, law or regulation that may be required (i.e., federal, state, or local). A pre-opening inspection (with electricity and equipment in place) will be necessary to determine compliance with the 15A NCAC 18A .2635 temporary foodservice establishments and to determine whether a permit will be issued.

Return completed application to the coordinator of the event you are participating in. Coordinators of events are responsible for mailing all Temporary Food Establishment applications to Gaston County Environmental Services, Plan Review Section, 991 West Hudson Blvd., Gastonia, N.C., 28052, by fax (704) 853-5231, by email to david.littman@co.gaston.nc.us. For more information you may contact David Littman at (704) 853-5217.

Approved: _____ Date: _____

**TEMPORARY FOOD ESTABLISHMENT
VENDOR CHECKLIST**

*****This list should not be returned with application.
This information is intended to assist you with your set up.*****

DATE _____

BOOTH # _____

- food from approved sources and identified
- clean location and equipment
- food covered and protected (barrier to shield food from the public)
- utensils and equipment protected (clean and covered)
- effective measures taken for fly control (i.e. fans, screens)
- potable running water under pressure
- ability to heat water
- utensil sink with drain boards or counter space large enough to accommodate largest utensil (i.e. pots, skewers, racks, spoons, etc.)
- approved employee hand-washing facilities / hand soap / paper towels
- refrigeration: 45°F or less with accurate air thermometer
- properly mixed sanitizer (50 to 100ppm chlorine) in a labeled spray bottle for use on all clean food-contact surfaces
- sanitizer test strips
- metal stem-type food thermometer accurate to $\pm 2^{\circ}\text{F}$ (0-220°F)
- approved garbage disposal method
- single-service items (cups, forks) properly stored
- single-service cup dispensers or original packaging (plastic sleeves)
- approved food-grade hose for potable water connections
- sewer connection leading to proper location (not a storm drain)

These conditions must be met to obtain a food-handling permit

Be prepared to discuss the following during permitting:

Will other food prep locations on or off the fairgrounds be used? (i.e. restaurants, caterers, trailers)
Is there adequate refrigeration? How and where will food be thawed? How will food be cooked?
What is your method for holding food hot and/or cold?



Curtis Hopper, R.S.
Administrator

Gaston County Environmental Health

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REMINDERS CONCERNING TEMPORARY FOOD ESTABLISHMENT OPERATIONS

The following items should be read and incorporated into your temporary food establishment operation. Remember, each foodservice operation must obtain a temporary food establishment permit prior to operating and must pay the required Temporary Food Establishment Permit fee prior to operating. The permit fee must be paid to the Gaston Environmental Health Department located at 991 West Hudson Blvd. in Gastonia, North Carolina. Stands that are non-profit, tax exempt, or those that sell only candy apples, cotton candy, popcorn, ice cream and bakery goods are exempt from this requirement. However, all participants for each event must fill out and submit an application to their event coordinator.

If you have any questions on foodhandling, permitting, or other foodservice concerns, you may reference our Web site at www.gastonpublichealth.org or contact David Littman at (704) 853-5217 or by email at david.littman@co.gaston.nc.us.

1. No advanced food preparation is allowed prior to issuance of a temporary food establishment permit. This includes marinating meat, peeling/cutting of vegetables and fruits, preparing sauces, etc. **Food and drink prepared at events outside of North Carolina or in a home cannot be sold in a temporary food establishment. Please consult this Department prior to scheduling an inspection if you have food prepared at a permitted food service establishment within North Carolina.** Examples include sliced vegetables, marinated meats, etc.
2. All raw meat and poultry products must be purchased in a "ready to cook" form. For example, if you wanted to prepare chicken fajitas, you would purchase the raw chicken already cut into slices, cubes, etc. No cutting of raw meats, deboning, or skinning is allowed in a temporary food establishment.
3. When holding hot foods on steam tables, grills or in hot boxes or insulated containers, the food must be kept at 135°F or above throughout.
4. Cold foods in refrigerators, ice pans or insulated containers must be kept at 45°F or below.
5. When cooking poultry or pork, or when reheating any perishable leftovers, all portions of these foods should be heated to at least 165°F. Hamburger must be cooked well done to 155°F.
6. A properly calibrated food thermometer (metal stem type - 0°-220°F) is needed for checking the perishable food temperatures. In addition, refrigerators should have thermometers in them for routine checking of air temperatures in these units.

Cont.

7. A bleach and water solution is required for routine sanitizing of food preparation surfaces in all establishments. The solution can be made by pouring approximately 1 capful of household chlorine bleach into 1 gallon of water. Use the cap from the bleach bottle to measure out 1 capful. This sanitizing solution should be checked with chlorine test strips to insure a mixture of 50-100 parts per million. This solution will kill germs which may not be fully removed with normal soap and water cleaning and should be applied (wiped on or sprayed on) to utensils after cleaning and allowed to remain for two minutes. Examples for use would be on cutting boards, preparation tables, food containers, spoons, spatulas, and other surfaces used for direct food contact.
8. Remember, when food is stored, displayed, or prepared in areas accessible to the public it must be protected by sneeze guards or counter protectors on the front, sides, and top of the display so as to protect the food from coughs, sneezes, or other contact. This is especially important when foods are located at the front or side of your tent.
9. Drinking water connections to food stands should be through a "potable" water hose designed for drinking water to avoid the bad taste and other effects of chemicals leaching into water such as can occur in regular garden hoses. Of course, a special hose is not needed for waste drainage. Remember, however, not to use a hose for drinking water connection that has ever been used for waste drainage.
10. Perishable frozen foods should be thawed in refrigerators whenever possible. Too frequently we are measuring "thawing" food temperatures at 60°F, 70°F, or even 80°F. These temperatures are ideal for bacterial growth, which could lead to foodborne illness.
11. Personal hygiene is very important in food protection. Remember to require hands to be washed after each visit to the toilet, after handling raw food products such as raw chicken, after eating or smoking, and after handling unclean objects such as garbage cans. Frequent hand washing should be the routine for a food handler. Remember also not to allow persons to handle food who are sick with fever, vomiting or diarrhea. Those who have open cuts or sores on the hands must not handle food unless foodservice gloves can be used as a barrier. Finally, food handlers should not smoke or eat while handling food and they should have clean outer clothing and use headwear.
12. Ask your event coordinator if a power source is provided. If not, you must provide your own power source.
13. Hair restraints are to be worn at all times. These can be baseball caps, hairnets, or sun visors.
14. You must have effective fly protection. You may do this by providing box fans (a minimum of two) over food preparation and serving areas.
15. Permitted Mobile Food Units and Push Carts in North Carolina must provide a photocopy of their Permit to Operate and their most current Inspection Sheet.