

## GUIDELINES FOR TEMPORARY FOOD ESTABLISHMENTS

The term temporary food service establishment applies to an establishment that operates at a temporary fixed location for no more than **three** consecutive days in conjunction with a single event or celebration. Only **6** permits may be obtained annually. All Temporary Food Service Establishments Shall Comply With The Following:



### PERMITS & INSPECTIONS

#### Temporary Food Permit

- A person may not operate a temporary food booth/stand without a valid City of Cleburne Temporary Health Permit. Applications for and issuance of Temporary Health Permits may be obtained at the Fire Administration Office, 114 W. Wardville St., Cleburne, TX or online at <https://cityworks.cleburne.net/HealthPermits>. An application should be obtained at least 48 hours in advance of the event. Payment for permits are received only between 8 a.m. to 5 p.m. Monday through Friday. A cost of for each food establishment is **\$35.00**. For additional information, please call the main #817-556-8819. Vendors operating over the weekend must obtain their permit by Friday at 5pm. *\*If vendors are caught operating without a valid permit, closure of booth/stand may occur and/or citations may be issued. Permits are also non-refundable & not transferable.*

**Health Inspection:** A Health Inspection will be performed during operations and are

surprise visits. Please contact the Health Dept. at (817)556-8819 with any questions.

### VENDOR BOOTH / STAND

#### **All stands/booths must:**

- (1) Completely prohibit the public from gaining access to the interior of the booth or food prep areas.
- (2) Have approved flooring, this includes concrete, asphalt, or tight fitting plywood.
- (3) Have a suitable, water repellent roof, ceiling or tent cover to provide for overhead protection of food preparation, cooking, and serving areas. Such cover must be Fire rated to meet Fire Code requirements. A skirt is recommended to protect food and utensils stored beneath tables.
- (4) **Cooking onsite:** Must have at least one - 5lb ABC Fire Extinguisher and a **K-Class** Extinguisher (fully charged & certified) must be readily available within the stand.

### OPERATIONS

**No Food Prepared At Home:** All foods must purchased from an approved source, and be prepared on site or at a permitted food service facility. **Absolutely No Food may be prepared in a home kitchen.**

**Hand Washing:** A hand wash station must be provided which includes a sturdy container of at least 5 gallons of potable water

with a free flow spigot, push bottle of soap, and paper towels. In addition, a bucket to catch wastewater must be provided.

**Dishwashing:** Only single service/disposable items will be used for customer service. All cooking utensils must be cleaned as needed. Those stands that do not have hot and cold running water must provide three plastic or stainless steel sturdy tubs to be used for dishwashing. Set up is to include (1) hot soapy wash water, (2) clear water rinse, and (3) a chemical sanitizer. (Liquid chlorine bleach may be used for sanitizing. 50-100 parts per million). Dish washing wastewater may not be discarded on the ground. A separate sturdy container with a tight fitting lid must be available to hold wastewater until proper disposal can be made to a sanitary sewer system.



### Food Temperatures & Storage

All potentially hazardous foods must be transported, stored, and cooked at proper temperatures. All cold food must be stored at 41<sup>0</sup> F or colder. All hot foods must be held at 135<sup>0</sup> F or hotter. A metal stem type thermometer reading from 0 -220<sup>0</sup> F must be available for use. Reheat food to 165<sup>0</sup> F or higher. Food temperatures should be monitored frequently (min. every 2 hrs) using a food thermometer and documented. All stored foods, food containers, utensils, napkins, straws, and single service materials must be kept covered and stored at least 6 inches off the floor/ground, and adequately protected from splash, dust, insects, weather or other contamination. Ice used to cool

packaged foods/beverages shall be continuously draining.

**Ice :** Ice must be commercial grade ice. Ice for human consumption must be stored separately from ice used to cold hold other foods and drinks. Ice must be in sound condition, clean, safe and from an approved source. Ice should be dispensed with an ice scoop. Styrofoam chests are not acceptable.

**Display:** Open, unprotected food is not allowed. All food on display must be kept sealed, wrapped or covered. All condiments, including onions, relish, ketchup, etc., available for customer self-service must be in single packets or be dispensed from suitable covered dispensers.



**Food Managers/Handlers/Personnel:** At least one certified food manager is required onsite at all times of operations. All other staff is required to have a food handler certification. All food handlers will wear clean clothes. Hair restraints including hairnets, caps or visors are required in food preparation and serving areas. Food handling personnel must wash their hands as frequently as necessary. Hand washing is required prior to handling ready to eat foods. Disposable gloves are not a substitute for proper, frequent hand washing. Hand

washing requires potable water, soap, and individual paper towels. Eating, drinking, or smoking will be confined to designated areas away from food preparation and service areas.

**Trash / Garbage:** Each vendor must provide solid waste containers with liners and lids. All trash and debris must be removed from the area at the end of operation each day. Trash may be disposed into dumpsters or public containers if available. No trash, food waste, or debris must remain on the ground or pavement when the booth is removed. Entire area must be clean.

**Animals:** Animals are prohibited in food booths. *Exception: Service Animals*

**Fire Dept. Requirements:**

**Generators** must be at least 10 ft away from any combustibles. Must not refuel while running or hot.

**Propane tanks** must be a min of 10 ft from all cooking sources and must be safely secured.

**Extension Chords** must not be spliced or frayed. Must be placed in a neat manner, out of patron's direct path and must not create a tripping hazard for any persons.

**FAILURE TO MEET PROVISIONS OF THESE REGULATIONS MAY RESULT IN A MUNICIPAL COURT CITATION AND FINES OF UP TO \$2,000 FOR EACH VIOLATION.**

**THE CITY OF CLEBURNE HEALTH DEPARTMENT MAY IMPOSE ADDITIONAL REQUIREMENTS RELATED TO THE OPERATION OF TEMPORARY FOOD SERVICE ESTABLISHMENTS.**

**Questions ?**  
**City of Cleburne Environmental Health Dept.**  
**114 W.Wardville**  
**Cleburne, Texas 76033**  
**(817)556-8819**



# Temporary Food Events

