



## Temporary Food Service Operator Application

(Each Food Booth Operator Must Provide the Following Information)

By providing the information below, you will assist in identifying and preventing potential public health problems that might occur during your temporary food event. A separate Temporary Food Service Operator Application must be submitted to the Taney County Health Dept. by each food service vendor at least 10 working days along with the \$50.00 application fee prior to the event. For more information, call 417-334-4544.

1. Event Name: \_\_\_\_\_
2. Event Location: \_\_\_\_\_
3. Dates/time of operation: Begin date: \_\_\_\_\_ Begin time: \_\_\_\_\_  
End date: \_\_\_\_\_ End time: \_\_\_\_\_
4. Your organization/business name: \_\_\_\_\_
5. Applicants name: \_\_\_\_\_ E-mail: \_\_\_\_\_
6. Applicants address: \_\_\_\_\_  
Street number and name City State Zip
7. Applicants Phone: (Daytime) \_\_\_\_\_ Evening: \_\_\_\_\_ Cell: \_\_\_\_\_  
Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_ Other: \_\_\_\_\_
8. Event Coordinator/Contact name: \_\_\_\_\_ Phone: \_\_\_\_\_
9. Number of Certified Food Managers: \_\_\_\_\_ **Attach copy(ies) of certificate(s)**
10. All food and beverage must be prepared on-site or in an approved kitchen (not a home kitchen or motel room). Provide the name and address of the advance preparation facility and dates and times it will be used. **Attach copy of current Health Permit.**  
Facility name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Date and time of advance preparation: \_\_\_\_\_
11. Indicate the distance and time for transporting food or beverage to the food service site.  
Distance: \_\_\_\_\_ Time: \_\_\_\_\_
12. How will food temperatures be maintained during transportation? \_\_\_\_\_  
\_\_\_\_\_
13. Structure for temporary kitchen: [ ] Tent with sides [ ] Trailer [ ] Other  
If other, Describe: \_\_\_\_\_
14. Type floor provided: [ ] Concrete [ ] Asphalt [ ] Wood [ ] Other  
If other, Describe: \_\_\_\_\_
15. Describe equipment to be used at the event for:
  - a.) Cold holding \_\_\_\_\_  
Will there be a refrigerated food storage truck on site? [ ] Yes [ ] No
  - b.) Hot holding \_\_\_\_\_
  - c.) Cooking \_\_\_\_\_
  - d.) Reheating \_\_\_\_\_
  - e.) Grilling/BBQ \_\_\_\_\_
  - f.) Utensil washing \_\_\_\_\_
  - g.) Handwashing \_\_\_\_\_
  - h.) Sneeze guards \_\_\_\_\_



## WORK SCHEDULES

In order to serve your patrons effectively and safely, your food event must be managed and staffed in an organized manner. As a food vendor/operator you should consider all of the jobs that need to be done – from cleaning before the event, food prep, etc. to garbage pick-up. When these responsibilities are identified, staff should be assigned duties and scheduled to work. This schedule will assist with making assignments and will provide a record of who worked when during the event.

NAME	DATE	ASSIGNMENT	CERTIFIED FOOD MANAGER? YES/NO	TIME IN	TIME OUT

## EQUIPMENT LAYOUT

Draw in the location and identify all equipment including handwashing facilities, dishwashing facilities, ranges, refrigerator, hot and cold holding equipment, worktables, food/single service storage, grills, etc. Indicate how you will protect food and utensils from flies, dust, dirt, etc.

A large rectangular area filled with a grid of dashed lines, intended for drawing the layout of food service equipment.

