



Temporary Food Events

Rules regarding Temporary Food Events (TFE):

1. Event coordinator or operator must obtain a Temporary Food Event Permit (pg 2) from the Central Montana Health District.
2. The menu is restricted to the items included on the Plan Review Application (pg 3) and approved by a CMHD sanitarian. All foods must come from an approved source and prepared in an approved manner.
3. No bare hand contact is allowed with ready-to-eat foods. Use non-latex disposable gloves, tongs, spoons, utensils, etc., when directly handling ready-to-eat food.
4. Provide single-use silverware and bring plenty of serving utensils with food.
5. A hand-washing station is required at all food events unless only prepackaged foods are dispensed.
6. If cooling bottled drinks in a tub, the tub must be self-draining or contain 10 ppm chlorine.
7. Temperature log sheets (pg 8) must be maintained during the event and returned to CMHD within 1 week after the event.
8. Use a metal stem-type thermometer with a temperature range of 0 to 220 degrees Fahrenheit to monitor food temperatures during cooking, cooling and reheating. Sterilize the thermometer with an alcohol swab between uses.
9. All meats shall be cooked to proper temperatures: whole muscle beef, pork and fish to 145 degrees Fahrenheit; ground beef, pork and fish to 155 degrees F; poultry wild game, stuffed beef, pork and fish to 165 degrees F.
10. When serving, hot foods shall be kept hot and cold foods shall be kept cold. Maintenance temperatures include hot foods at 140 degrees or more; cold foods at 40 degrees or less.

Temporary Food Event (TFE) Permit Application

Directions for applying for a Temporary Food Event permit:

1. The operator or coordinator of **each** Temporary Food Event site shall complete this application.
2. The application must be completed and all pages submitted to the CMHD at least **14 days BEFORE the event**.
3. Mail application to CMHD, 300 1st Ave North, Suite #201, Lewistown, MT 59457, e-mail to cmhealth@co.fergus.mt.us or fax to 406-535-3984.



Temporary Food Event Permit

Organization Name: _____
Contact Name: _____ Contact Number: _____
Mailing Address: _____ City: _____ Zip Code: _____

Event Information

Event Name: _____
Location: _____
Date(s) of Event: _____ Hours of operation: _____

I understand and will take responsibility for the proper methods of food preparation, handling, storage and service standards at this food event. I agree that no changes will be made to this TFE plan without the approval of a CMHD sanitarian.

Applicant Signature: _____ Date: _____

Sanitarian's Comments:

Temporary Food Permit is: _____ Approved, _____ Approved as Amended, _____ Denied

Sanitarian Signature: _____ Date: _____

Montana law requires food licenses/permits to be posted for review by citizens at all food establishments.



TFE Application: Plan Review

Date of Submission: _____

Organization Name: _____

Name of Applicant: _____ Contact Number: _____

E-mail Address: _____ Fax Number: _____

Mailing Address: _____ City: _____ Zip Code: _____

Temporary Food Event Information

Event Name: _____

Location: _____

Date(s) of Event: _____ Hours of operation: _____

Number of People to be served: _____

Facility where food is prepared: _____

Will food be prepackaged? ____ Yes, ____ No, ____ Some

When will food be prepared?: _____

How will food be transported?: _____

Date and time TFE will be set up and ready for inspection: _____

I understand and will take responsibility for the proper methods of food preparation, handling, storage and service standards at this food event.

Applicant Signature: _____ Date: _____

For Nonprofit Organizations:

I certify that the above-named organization is a nonprofit organization.

Applicant Signature: _____ Date: _____

Please answer the following questions in as much detail as possible:

1. List all food and beverage items to be prepared and served. Attach a separate sheet if necessary. (Note: Any changes to the menu must be submitted to and approved by a CMHD sanitarian at least 10 days prior to the event.) _____

2. Describe where foods, beverages and ice will obtained/purchased. (ie. Albertsons, etc):

3. Food must be maintained frozen, below 41 degrees Fahrenheit or above 135 degrees F during transport to the TFE. Describe (be specific) how frozen, cold and hot foods will be transported: _____

4. How will food temperatures be monitored during the food event? A metal probe (stem-type) thermometer that measures from 0 to 220 degrees is required to take temperatures. List the kinds and numbers of thermometers to be used. Temperatures must be logged on the attached sheet to verify food safety: _____

5. Describe how foods will be kept hot or cold during holding or serving, including information on equipment provided. Thermometers must be provided in holding units so that temperatures may be monitored. Proper holding temperatures must be maintained at all times, including overnight:

6. Describe how foods will be cooked, including information on what equipment will be used. *Potentially hazardous foods must be prepared on site or in a commercial, licensed kitchen. If planning on using a commercial kitchen for food preparation, please provide location and kitchen contact name:* _____

7. Describe how, where and what cold foods will be prepared. A minimum amount of food handling is encouraged: _____

8. Describe how foods will be protected from contaminants during holding, display and serving (ie. Squeeze bottles, individual packets, prepackaging, covered containers, etc.).

Indicate the number of workers who will be present to serve and prepare food. Food handlers and workers who handle customer transactions must be separated.

9. Describe what will be done with leftovers at the end of each day: _____

10. A handwash station with warm running water, soap and paper towels is required.

Wastewater must be disposed of into an approved system. (See page 4 for a diagram of an accepted portable handwash station.) Describe the handwashing facilities:

Water source: _____

Size of container: _____

Gallons of backup water storage: _____

11. Identify the source of potable water supply and describe how water will be stored and distributed at the Temporary Food Event. If a non-public water supply is to be used, provide the results of the most recent water tests (within the last 30 days): _____

12. Describe how and where wastewater from handwashing and utensil washing will be collected, stored and disposed: _____

13. Will there be a restroom available? If so, where? _____

14. Utensils used with potentially hazardous foods that are not held in the food must be washed, rinsed and sanitized at least every 2 hours or they must be changed out with clean utensils within the same time period. Describe how food preparation utensils are to be cleaned and sanitized. If no facilities are available on site, describe the location of back-up utensil storage: _____

15. Describe how electricity will be provided to the Temporary Food Event: _____

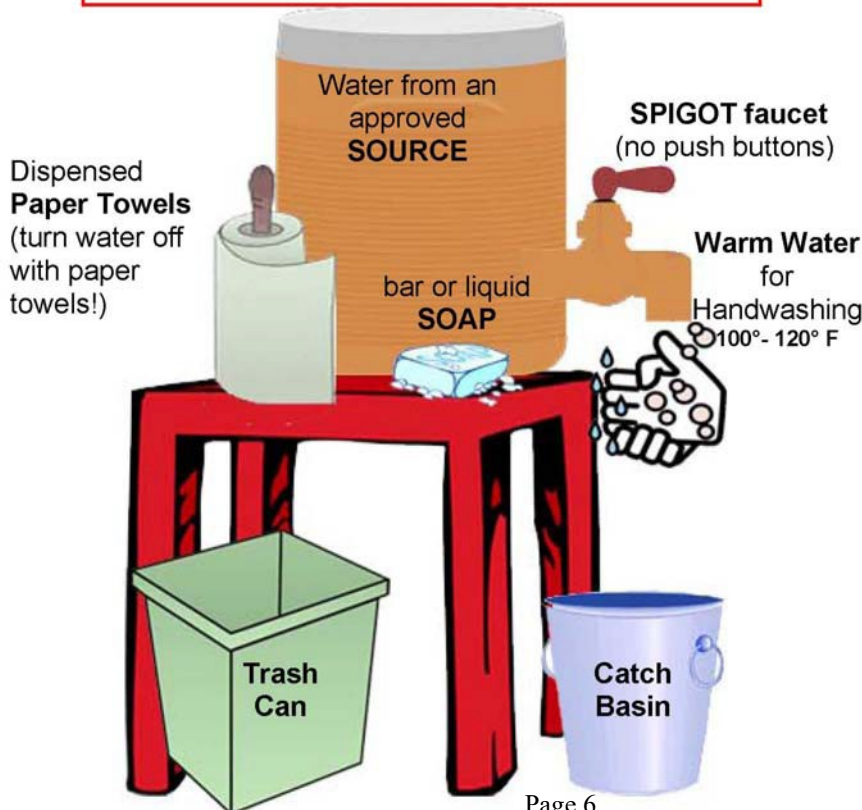
I agree that no changes will be made to this TFE plan without the approval of a CMHD sanitarian.

Applicant Signature: _____ Date: _____

HANDWASHING STATION

Use it OFTEN!

- Use CLEAN water jugs:
1. SANITIZE with 2 tbsp unscented bleach in 1 gallon of water – SLOSH to cover all surfaces.
 2. Let STAND 5 minutes and DRAIN. DO NOT RINSE!
 3. FILL with approved drinking water



Submit a drawing of the temporary facility set up, including the location of equipment that will be available. Describe the floors, walls and ceiling surfaces, and lighting within the Temporary Food Establishment facility or food booth that will be provided:

