

Leonard L. Wood, MS, MPH  
Director



Telephone (704) 216-8525  
FAX (704) 642-2003

**Rowan County Health Department**  
Environmental Health Division  
402 North Main Street • Salisbury, NC 28144-4341

**TEMPORARY FOOD ESTABLISHMENT  
FOOD VENDOR APPLICATION**

By providing the information below, you will assist in identifying and preventing potential public health problems that might occur during your event. A separate Temporary Food Establishment application is required for each vendor. This application, along with a fee of \$50.00, must be received by the Rowan County Environmental Health Division ten days prior to the event. Make your check payable to the Rowan County Health Department. Please complete the entire application, sign and date.

**Event Information**

Event Name \_\_\_\_\_  
Event Location \_\_\_\_\_  
Event Date \_\_\_\_\_  
Set-Up Date \_\_\_\_\_ Time \_\_\_\_\_ am/pm  
Tear-Down Date \_\_\_\_\_ Time \_\_\_\_\_ am/pm

**Vendor Information**

Vendor Name \_\_\_\_\_  
Vendor Address \_\_\_\_\_  
Vendor Phone Nos. Home \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_

**Operations Information**

List all menu items (including beverages) or attach copy of menu:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How will you keep foods hot? \_\_\_\_\_

How will you keep foods cold? \_\_\_\_\_

Where will your water be obtained? \_\_\_\_\_

How will your wastewater be disposed? \_\_\_\_\_

For your information, an excerpt from the Rules that Govern the Sanitation of Food Service Establishments that addresses Temporary Food Establishments specifically is attached.

Complete set of rules and other information available at:

<http://www.co.rowan.nc.us/GOVERNMENT/Departments/HealthDepartment/tabid/139/Default.aspx> or [www.deh.enr.state.nc.us/ehs/rules.htm](http://www.deh.enr.state.nc.us/ehs/rules.htm).

Before the Health Department representative arrives, you should address the following items:

- \_\_\_\_\_ Sanitizing solution and test strips(example: non-scented household bleach) with a concentration of at least 50ppm.
- \_\_\_\_\_ Have available a metal stem thermometer capable of reading 0-220°F or a digital thermometer.
- \_\_\_\_\_ Water under pressure.
- \_\_\_\_\_ Utensil sink and counter space.
- \_\_\_\_\_ Separate hand wash sink with soap & paper towels.
- \_\_\_\_\_ Hair restraints (baseball cap, hairnet or visor).
- \_\_\_\_\_ Ice scoops and separate storage container for ice to be used with drinks.
- \_\_\_\_\_ Food must be stored off floor (example: pallets, crates, etc).
- \_\_\_\_\_ All food handling and cooking must be done in a protected area. This area shall have overhead coverage.
- \_\_\_\_\_ Open food displays must be protected by sneeze guards or other approved barriers.

Temporary Food Establishment applicant signature \_\_\_\_\_

Date \_\_\_\_\_

Receipt amount \_\_\_\_\_ Receipt Number \_\_\_\_\_

- Nonprofit groups that have a tax exempt status are exempt from these rules. This exemption is available for two consecutive days once per month. These groups may be asked to provide proof of their tax-exempt status. Groups that serve certain types of food may also be exempt.
- Representatives of the Rowan County Environmental Health Division are available to answer questions. Office hours are Monday –Friday, 8:00am – 5:00pm. Office phone is 704 216 8525.