



TEMPORARY HEALTH PERMIT PAYMENT FORM

Show Name: _____ Show Date: _____

Company Name: _____ Contact: _____

Phone: _____ Email: _____

Address: _____ Suite/Apt: _____

City: _____ State: _____ Zip Code: _____

If different from above, please fill in info for the on-site contact.

Contact: _____ Phone: _____

Permit Fees:

- Food demonstrator (only sampling) \$59.00.
- Prepackaged sampling \$116.00
- Preparation Foods: \$184.00
- All applications received after September 6, 2024 will be subjected to an expedited fee: \$50.00

Please charge my:

VISA MASTERCARD AMERICAN EXPRESS DISCOVER

Card #: _____ Exp Date: _____ Security Code: _____

I hereby authorize a charge in the amount of \$ _____ as payment for the Community Event Temporary Food Facility Application

I agree to pay the stated amount in full when billed, or in extended payments in accordance with the standard policy of the issuing credit card company.

Signature of Cardholder: _____ Date: _____

California Bridal & Wedding Expo
September 22, 2024
Los Angeles Convention Center - South Hall G
1201 South Figueroa Street, Los Angeles, CA 90015

Please complete the credit card information and email your form to
Cory.Warrington@acsshows.com.

American Consumer Shows

Phone: (888) 433.EXPO (3976) (516) 422.8100 Fax: (888) 580.3977

Web: acsshows.com | Email: info@acsshows.com



TEMPORARY FOOD FACILITY (TFF) APPLICATION

ENVIRONMENTAL HEALTH - COMMUNITY EVENTS PROGRAM

5050 Commerce Drive, Baldwin Park, CA 91706

www.publichealth.lacounty.gov/eh – (626) 430-5320



Submit 30 days in advance of the event.

Applications submitted less than 14 calendar days prior to the start of the event will be subject to a late processing fee.

Applications submitted in less than two business days before the event will not be processed.

Type or Print in Black or Blue INK. Enter N/A where requested information does not apply. Do not leave blank fields.

| TFF OPERATOR INFORMATION | | EVENT INFORMATION | |
|---|--|--|--|
| Name of TFF Booth: | | Event Name: | |
| Name of Operator/Owner: | | Date (s) of Event: | |
| Mailing Address: | | Event Address: | |
| Contact Phone Number: | | Event Location: <input type="checkbox"/> Indoor <input type="checkbox"/> Outdoor | |
| Email: | | Hours of TFF Operation Set Up Hours: _____ to _____ Event Hours: _____ to _____ | |
| Name of Person-in Charge: _____ | | Temporary Food Facility Type: <input type="checkbox"/> Food Booth <input type="checkbox"/> Food Truck <input type="checkbox"/> Food Cart <input type="checkbox"/> Permanent Structure <input type="checkbox"/> Annual Food Booth | |
| Cell Phone: | | | |
| Event Organizer's Name: | | Number of Food Employees: | |
| Event Organizer' Contact Number: | | Event Frequency: <input type="checkbox"/> Single Event <input type="checkbox"/> Recurring Event | |
| FOOD OPERATION | | | |
| <input type="checkbox"/> Pre-packaged food only <input type="checkbox"/> Pre-packaged food with sampling <input type="checkbox"/> Food demonstration <input type="checkbox"/> Food preparation (all food preparation is to be completed within the food booth or at a permitted food facility) | | | |
| FOOD BOOTH CONSTRUCTION | | | |
| Food preparation booths must be constructed with 4 sides, a washable floor and overhead protection. Prepackaged food booths require a washable floor and overhead protection. | | | |
| Overhead Covering: <input type="checkbox"/> Canvas <input type="checkbox"/> Wood Other: _____ Floor materials: <input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete <input type="checkbox"/> Wood Other: _____ Walls materials: <input type="checkbox"/> Screens <input type="checkbox"/> Canvas <input type="checkbox"/> Wood Other: _____ | | | |
| Booth supplied by: <input type="checkbox"/> TFF Operator <input type="checkbox"/> Event Organizer <input type="checkbox"/> Rent from: _____ | | | |
| Booth Size: _____ | | | |
| Size of Pass Thru Window: _____ | | | |

HOT/COLD HOLDING EQUIPMENT

Identify methods of maintaining food hot (135°F) or cold (41°F/45°F) during hours of operation.

| | | | |
|----------------------|---|--|-------------------------------------|
| Cold Holding: | <input type="checkbox"/> Mechanical refrigerator | <input type="checkbox"/> Ice Chest | <input type="checkbox"/> Cold Table |
| | <input type="checkbox"/> Other (Specify): _____ | | |
| Hot Holding: | <input type="checkbox"/> Steam Table | <input type="checkbox"/> Electric Soup Warmer | |
| | <input type="checkbox"/> Chafing Dishes | <input type="checkbox"/> Electric Rice Cooker/Warmer | |
| | <input type="checkbox"/> Hot Holding Cabinet (Cambro) | <input type="checkbox"/> Hot Dog Roller Grill | |
| | <input type="checkbox"/> Heat Lamp | <input type="checkbox"/> Other (Specify): _____ | |

At the end of the operating day, all potentially hazardous foods that are held between 42°F and 45°F **shall be destroyed.**

At the end of the operating day, all potentially hazardous foods held at or above 135°F **shall be destroyed.**

I agree to voluntarily destroy any and all potentially hazardous food(s) held between 42°F and 45°F and/or held at or above 135°F at the end of the operating day in a manner approved by the enforcement agency.

_____ *Initial*

EQUIPMENT/UTENSILS

Will multi-use kitchen utensils be used inside the booth for food preparation?

Yes (complete Utensil Washing section and Liquid Waste Removal section) No Not Applicable

Utensil Washing

(Detergent, sanitizer, and test strips must be available at 3-compartment sink)

3-compartment sink within food booth Shared 3-compartment sink provided by Organizer

Sanitizer to be used (test strips must be available to test sanitizer concentration)

Chlorine Quaternary Ammonia Iodine

Identify all equipment that will be used for food preparation at the food booth:

Barbecue Grill Range Burner Deep Fryer Griddle Charbroiler Mixer Blender

Other (Specify): _____

Please contact the Fire Department if using propane, open-flame equipment, charcoal, or wood for safety requirements.

Identify all utensils (knives, scoops, spatulas, bowls) that will be used for food preparation at the food booth:

Specify: _____

Multi-use eating and drinking utensils are prohibited (plates, glassware, etc.).

FOOD PROTECTION

Identify methods of protecting foods from customer contamination.

Sneeze Guards Hinged Chafing Dishes Only pre-packaged food or bottled drink

Prepared and stored away from the customers Individual portion samples

Other (Specify): _____

Identify overnight food and utensil storage location for events longer than 1 day: _____

Food and utensils must be stored overnight in a secure, vermin proof and weatherproof location. Potentially hazardous foods must be stored overnight under mechanical refrigeration.

HANDWASHING FACILITIES

Handwashing sinks are required in a TFF that handles open food.

Handwashing sinks with warm and cold running water, hand soap, single-use towels, and a trash receptable must be provided at all handwashing sinks.

Provided by:

Event Organizer Food Operator Pre-packaged only (not required)

Type of handwashing sink that will be used:

- Permanently plumbed sink with hot and cold water under pressure
- Self-contained portable sink (with potable water and wastewater holding tanks)
- Gravity-fed warm water (100°F) with spigot and catch basin may be approved for events that operate for 3 day or less and *wastewater must be properly disposed.*

Water Source: _____ **Volume of Water:** _____ **Gallons**

FACILITY REQUIREMENTS

Electrical Supply

Provided by: Event Organizer Food Operator

If the event is scheduled for more than one day, will the TFF(s) have continuous electricity to power refrigerator(s) overnight?

Yes No

Toilet Facilities for Food Employees

Provided by: Event Organizer Food Operator

Refuse/Trash Removal

A trash receptacle must be provided inside the TFF booth

Is the event organizer providing refuse/trash services?

Yes No

If no, provide refuse service information:

Name/Company: _____

Address: _____

Phone: _____

Frequency of trash/refuse removal _____ times/per day

Liquid Waste Removal

Is the event organizer providing liquid waste removal service from all areas of the event including within the booth?

Yes No

If no, provide liquid waste removal service information:

Name/Company: _____

Address: _____

Phone: _____

Frequency of liquid waste removal _____ times/per day

TEMPORARY FOOD OPERATOR ACKNOWLEDGEMENT

As the Temporary Food Facility Owner/Operator, you acknowledge that you understand your role and responsibilities by initialing the following statements:

- 1 Rapid reheating/cooking devices (e.g., flat grill, BBQ) must be available and capable of reheating food to 165°F within 2 hours. Steam tables, heat lamps, and crockpots are not designed for rapid reheating.
- 2 Hot-holding devices (e.g., steam table, heat lamp) must be capable of holding hot foods at or above 135°F at all times.
- 3 A probe thermometer for checking internal food temperatures must be on-site and available for use at all times.
- 4 A handwashing station available and equipped with warm water (100-108°F), a spigot providing a continuous stream of water that leaves both hands free to allow for vigorous rubbing and supplied with soap and single use paper towels throughout the event. A catch basin is required to be set up **within** the food preparation area and easily accessible for use before beginning any food preparation.
- 5 All food handlers have been trained in food safety.
- 6 All booths must have overhead protection, and open food preparation areas must be fully enclosed to protect the food from outside contamination.
- 7 A smooth and easily cleanable floor will be used if the booth is located on dirt or grass (booths located on asphalt/concrete do not require additional flooring).
- 8 The applications must be submitted at least 14 days before the event. All late applications will be assessed a late fee at the time of processing. I understand a supplemental fee will be invoiced, in addition to the required permit fee, if the application submittal and/or modifications to the original application are submitted less than 14 days before the event start date. Modifications include, but are not limited to, correcting incomplete applications for changes to the menu, participating vendors, or warewashing facilities.
- 9 No ill employees will be working with food, food contact surfaces, or equipment.
- 10 I understand that failure to meet the conditions approved in this application may result in the suspension of approval to operate the event, suspension of the approval to operate the affected food booths, and/or may result in the filing of misdemeanor charge. *California Retail Food Code Section 114395*
- 11 I understand that I am responsible for obtaining approval from all applicable agencies, including the local fire department, planning department and Alcohol Beverage Control.
- 12 I understand that I will be charged up to three times the permit fee if found operating without a valid health permit. I understand that permits are non-transferable.
- 13 I understand that once the application is reviewed, the permit fee is non-refundable, including any late penalty fee.

I declare under penalty of perjury that to the best of my knowledge and belief, the statements made herein are correct and true. I consent to all necessary inspections made according to law and incidental to the issuance of this permit and the operation of this business. I understand and hereby consent to any information I provide on this permit application to be considered a public record subject to disclosure under the California Public Record Act.

Application Completed By:

Printed Name: _____ **Title:** _____

Applicant Signature: _____ **Date:** _____

DO NOT COMPLETE INFORMATION BELOW – FOR OFFICE USE ONLY

| | | | |
|---|--|--------------------------------------|--|
| Date Application Received: _____ | Application Approved <input type="checkbox"/> Yes <input type="checkbox"/> No Reason for denial: | Reviewer Signature _____ Date: | |
| <input type="checkbox"/> Application Reviewed | | | |
| Amount Paid: | Invoice #: | | |

FEES ARE NONREFUNDABLE

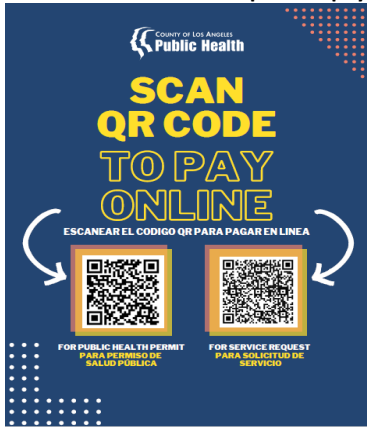
| Community Event Fee Descriptions | Fiscal Year 2022 – 2023 Fee |
|---|-----------------------------|
| Pre-packaged TFF | \$82.00 |
| Pre-packaged TFF with Samples | \$116.00 |
| Food preparation TFF | \$184.00 |
| Food Demonstration TFF | \$59.00 |
| Pre-packaged Annual Site Specific TFF | \$164.00 |
| Pre-packaged Annual Site Specific with sampling TFF | \$209.00 |
| Food preparation Annual Site Specific TFF | \$507.00 |
| Seasonal Pre-packaged TFF | \$82.22 |
| Seasonal Pre-packaged with Samples | \$116.00 |
| Community Event Organizer | \$358.00 |
| Out of County/Unpermitted Mobile Food Facility (Pre-packaged) | \$82.00 |
| Out of County/Unpermitted Mobile Food Facility (Open Food) | \$184.00 |
| Late Fee (minimum \$50 or 25% of fee) | Varies |

Payment Options

Pay Online:

You can pay for your Public Health Permit online using your Credit Card (Visa, MasterCard, American Express, Discover), Debit Card, or Electronic Check (ECheck). Please note that there is an additional convenience fee charge per transaction using online payment. The convenience fee for Credit/Debit Cards is 2.22% (with a minimum of \$1.49) and \$0.49 for Electronic Checks.

Scan QR Code (For Service Request) below for Online Payment option. Note: All applications must be received, and an invoice obtained prior to paying online.



Pay In-Person:

You may make a payment in person at the Environmental Health Headquarters located on the address below or any of our other Environmental Health District Offices between the hours of 8:00 am – 4:00 pm, Monday through Friday. Please contact the Community Events Program for available offices to make a payment. An acceptable form of payment includes Cash, Cashier’s Check, or Money Order (Please note: No personal check). Cash payments made in person must be in the exact amount. Please have your Account ID number and Invoice number available at the time of payment.

Department of Public Health - Environmental Health Division
 Permit and Licensing Program – Cashier/Registration
 5050 Commerce Drive
 Baldwin Park, CA 91706
 (626) 430-5350

Visit our website for other locations at <http://publichealth.lacounty.gov/eh/>

Payment Instructions:

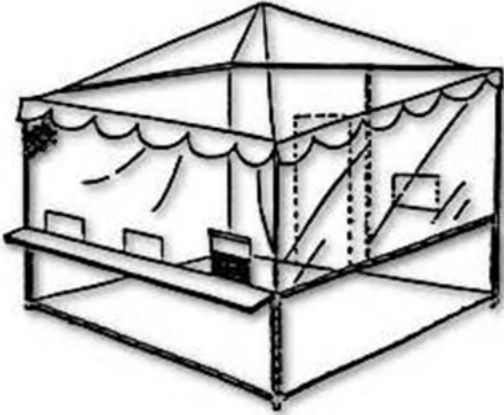
- You will not be able to make a payment until your applications have been received and an invoice generated.
- Please have your Account ID number **and** the Invoice number ready. Both are available on the invoice statement.
- Payments made online must be paid in full, no partial payments will be accepted.
- You will need to accept the online payment process Terms and Conditions in order to complete your payment.
- **Important** - Once your online payment has been accepted; you must print your receipt and submit a copy of the receipt to the Community Events Program for proof of permit fee payment prior to the permit being issued. **Proof of payment must be submitted before the review of your applications will begin. If proof of payment is not submitted at least 14 days prior to the event, applications will be subject to the late fee, regardless of when the application was submitted to Environmental Health.**

Should you have any questions or concerns, please feel free to contact us at communityevents@ph.lacounty.gov or (626) 430-5320 from 8:00 a.m. to 5:00 p.m., Monday through Friday, except Holidays.

TEMPORARY FOOD FACILITY (TFF) CHECKLIST

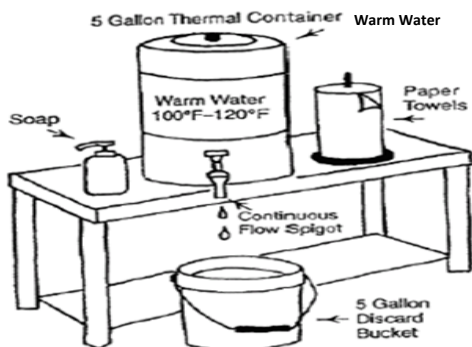
Planning Ahead:

- If food preparation will occur at a restaurant in advance of the event, a shared kitchen agreement is required if the TFF and restaurant ownership are not the same.
- Set up food booth for any food assembly or preparation practices. **Do not place open flame cooking equipment under the booth or trees.**



- Use "Caution" cones to prevent people from approaching HOT grill. Use yellow tape to connect cones.
- Trash cans available for all food waste.
- Fire extinguisher available within the booth.
- Floors (concrete, asphalt, tight wood or other similar cleanable material) in good repair.

Temporary Handwashing Sink



Food Handler Hygiene:

- Food handlers are not ill.
- Food handlers wash their hands before handling any food or utensils; after handling raw product; or whenever needed.
- Disposable gloves used when handling ready to eat food or when wearing artificial nails or nail polish.
- No eating or drinking in the food booth area.
- Hair restraints and clean outer garments worn.
- Warm water at 100 °F - 108°F
- All liquid waste is disposed

Food Protection:

- All food must come/be prepared from a permitted kitchen or market. No home prepared foods are allowed (except for approved Cottage Food Operators).
- All condiments outside the booth must be prepackaged or dispensed from approved pump, squeeze or pour-type devices.
- Sneeze guards or lids provided to protect food while on display.
- Separate containers used for storage of raw and cooked or ready-to-eat food items.
- Supplies and packaging material stored on tables. Do not store on ground.
- Food kept in covered containers.
- Ice used for refrigeration purposes shall not be used for consumption in food or beverages.
- All prepackaged food is properly labeled.
- Equipment and utensils located/stored to prevent food contamination.
- All food is stored properly during non-operating hours.

Cooking Temperatures:

- Poultry – cooked to a temperature of 165°F.
- Beef/Pork/Fish – cooked to a temperature of 145°F.
- Ground Beef - cooked to a temperature of 155°F.
- Reheating of pre-cooked items - 165°F

Check temperatures by inserting a sanitized thermometer in thickest portion of product.

Temperature Control:

- Hot food kept at 135°F or above.
- Cold food kept at 41°F or below; or 45°F for up to 12 hours.
- Calibrated thermometer available to verify holding and cooking temperatures. Wipe thermometer probe with alcohol wipe before using.
- All prepared potentially hazardous food must be disposed at the end of the day (Except food that has been held at 41°F or below).

Cleaning and Sanitizing:

- Separate utensils used for cooked and raw product.
- Extra clean utensils must be available. Utensils must be replaced every 4 hours with clean/sanitized utensils.
- All utensils and equipment cleaned and sanitized at an approved three-compartment sink.

Wash-Rinse-Sanitize-Air Dry

- Suitable space for air drying equipment and utensils available.
- Sanitizer bucket available and clean towels available to wipe down area. Change sanitizer every 2 hours. Use test strip to verify sanitizer solution.
- Sanitizer solution used at appropriate strength and time:
 - Chlorine (bleach) 100 ppm for 30 seconds
 - Quaternary ammonium 200 ppm for 1 min.
- Sanitizer test strips available.

This list is not all-inclusive of the requirements contained with the California Retail Food Code.

Contact the Community Events Program at (626) 430-5320 or communityevents@ph.lacounty.gov with any questions.

6/2023



COUNTY OF LOS ANGELES
Public Health

Community Events: Temporary Food Facility (Food Booth) Operating Requirements

Thank you for your interest in participating in a community event in Los Angeles County. If you are planning on selling or giving away food and/or beverages to the public at a community event, you are required to obtain a Temporary Food Facility (food booth) permit for the event as required by the California Retail Food Code (CRFC).

A community event is defined as an event that is conducted for not more than 25 consecutive or nonconsecutive days in a 90-day period and that is of civic, political, public, or educational nature, including state and county fairs, city festivals, circuses and other public gathering events approved by the LA County Department of Public Health, Environmental Health Division, Community Events (CE) Program.

This guide has been developed to assist community event organizers in providing safe and wholesome food to the public and preventing foodborne illnesses by complying with the requirements of CRFC.

APPLYING FOR A FOOD BOOTH PERMIT

Submit a completed Temporary Food Facility application at least 30 days before the event to communityevents@ph.lacounty.gov. A late fee equal to the greater of \$50 or 25% of the permit fee will be assessed for applications submitted less than 14 days before the event. Applications submitted less than 3 business days before the event will not be accepted and processed. If you have any questions, please contact the Community Events Program at (626) 430-5320.






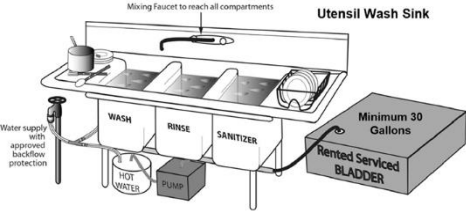
A permit is only valid for the specified location, dates, and responsible party. Each permit allows for the operation of one food booth per responsible party. Two or more businesses or organizations operating in a contiguous area (multiple food booths sharing a common border) may not combine their booths for the purpose of obtaining a single permit.

Some booth operators may be exempt from County permit fees and/or the requirements of Cal Code. To determine if you may be exempt, complete the Exemption Certification request. All food booth operators who are not exempt from Cal Code are required to complete a Temporary Food Facility (TFF) application for approval from Community Events Program. Exemption requests and TFF applications are available on our [website](#).

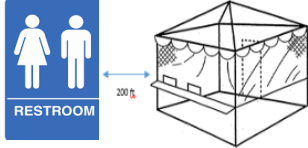
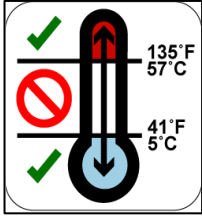
| Fees for Food Booths operating up to 25 days in a 90-day period | |
|---|----------|
| Conducting food demonstrations only | \$59.00 |
| Selling or giving away only prepackaged food | \$82.00 |
| Selling and sampling of prepackaged food | \$116.00 |
| Preparing food onsite | \$184.00 |
| Annual Fees for Food Booths Operating at a Community Event at a Single Location | |
| Selling or giving away only prepackaged food | \$164.00 |
| Selling and sampling of prepackaged food | \$209.00 |
| Preparing food onsite | \$507.00 |

All food booth operators MUST comply with the following requirements during food preparation and throughout all hours of operations.

All food booths are subject to inspection by the Los Angeles County Department of Public Health, Environmental Health Division.

| Booth Requirements | Prepackaged Food/Beverages only | Prepackaged Food/Beverages w/Sampling Food Demonstration | Food Preparation |
|------------------------------|---|---|---|
| Person-in-Charge | <ul style="list-style-type: none"> • Must be available at all times during operation • Demonstrate adequate knowledge of food safety principles related to the food operation • Responsible for all food employee actions related to food handling and food operations • Ensure there is no eating or smoking in the food booth | | |
| Identification of TFF | <p>Each Food Booth must have the following information posted and clearly visible to customers:</p> <ul style="list-style-type: none"> • Booth Name (3-inch lettering); Operator Name, City, State, Zip Code (1 inch lettering) • Health Permit posted | | |
| Food Booth | <ul style="list-style-type: none"> • Overhead protection only  | <ul style="list-style-type: none"> • Overhead protection only • Concrete, asphalt, or wood flooring  | <ul style="list-style-type: none"> • Full Enclosure required • Approved food compartments may be used in lieu of a full enclosure • Concrete, asphalt, wood flooring (no dirt)  |
| Handwashing sink | Handwashing sink is not required. | <p>For events operating 3 days or less, handwashing facilities must include warm water in a container capable of providing continuous stream of water that leaves both hands free to allow vigorous rubbing. Handwashing facilities must be equipped with single use soap, paper towels and towel receptacle.</p> <p>For events that operate more than 3 days, handwashing sink must be capable of providing warm water under pressure. Handwashing sinks must be equipped with single use soap, paper towels and towel receptacle</p>   | |
| Utensil Washing Sink | Not Required | <ul style="list-style-type: none"> • A 3-compartment sink with 2 metal drain boards** must be available for utensil and equipment cleaning and sanitation within 100 feet of each food preparation food booth. • Overhead protection must be provided over the sink. • Up to 8 vendors can share a 3-compartment sink if approved by Environmental Health. • Clean water and wastewater tanks are to be used unless there is a connection to potable water supply and a connection to a sewer. <ul style="list-style-type: none"> • Sinks must have hot (120°F) and cold running water • Sanitizer test strips to measure sanitizer concentration <p>** additional sets of clean backup utensils (properly washed and sanitized at a food facility) maybe provided in lieu of a 3-compartment sink, for events lasting 4 hours or less.</p>  | |



| Booth Requirements Continued: | Prepackaged Food/Beverages only | Prepackaged Food/Beverages w/Sampling Food Demonstration | Food Preparation |
|--|--|---|---|
| Toilet Facilities for Food Employees | At least one toilet facility for each 15 food employees with handwashing stations and warm water (100°F) provided within 200 feet of each food booth. | |  |
| Temperature Control of Potentially Hazardous Food (PHF) | All potentially hazardous food (PHF)/perishable foods shall be kept at required temperatures: <ul style="list-style-type: none"> Hot foods must be held in approved hot holding units (i.e., chafing dish, hot plates, steam table, Cambro, etc.) at or above 135°F and discarded at the end of the day. Cold food may be held at 45°F for up to 12 hours in any 24-hour period and must be discarded at the end of the day. Cold food kept at 41°F or below does not have to be disposed of at the end of the day. Calibrated food thermometers must be available to monitor food temperatures. | |  |
| Food Service | All food must be commercially packaged and labeled. <ul style="list-style-type: none"> Product name Ingredients Net weight Name and address of manufacturer | Unpackaged samples must be stored in approved food compartments (bottles, drip bottles, shaker bottles, etc.) <ul style="list-style-type: none"> Samples must be individually portioned for distribution and given to each individual customer by food employee Safe food handling practices must be always followed Minimize bare hand contact with ready-to-eat food by using gloves, food service paper, tongs, or other utensils | Food must be prepared inside the food booth unless an alternate food preparation site has been pre-approved by Environmental Health <ul style="list-style-type: none"> All food must be from an approved source BBQ cooking is allowed outside of the booth Cooking equipment outside of the booth must be sectioned off from the public using rope, caution tape, etc. Safe food handling practices must always be followed Minimize bare hand contact with ready-to-eat food by using gloves, tongs, or other utensils |
| Food Sources | <p>All food that is sold or given away must come from an approved source. An approved source is permitted and inspected by a government agency (e.g., food processor, restaurant, shared kitchen, food market, food warehouse). A copy of the health permit and/or a Processed Food Registration (PFR) may be requested with the application.</p> <p>If food is to be prepared in advance at a permitted food facility not owned by the food booth operator, a Shared Food Facility Agreement must be completed by the food booth operator and the permanent food facility operator. If the permanent food facility operators is unwilling to accept liability for foods prepared at the permanent food facility by the food booth operator, the food booth operator must obtain a dependent food operator permit.</p> <p>Food prepared or stored at a private home is prohibited and may not be sold or given away to the public (except for registered and or permitted Cottage Food Operations).</p> <p>Note: A specialized food processing permit from the State of California (PFR, or a Milk and Dairy License) is required for specific processing such as: bottling, canning, juicing, manufacturing jerky or milk products; and for food products packaged and sold offsite from where it is prepared. In addition, an FDA registration is required for operations proposing to sell imported foods at a community event. Please note that if all required documents are not provided, the application will not be approved.</p> | | |
| Food Storage | <ul style="list-style-type: none"> Food, beverages, and equipment must be stored 6 inches off the floor and be protected from contamination. | | |



| | |
|--------------------|---|
| | <ul style="list-style-type: none"> • Food stored overnight must be stored in vermin proof containers. • All PHF items must be maintained at proper temperatures. |
| Trash/Waste | <ul style="list-style-type: none"> • Trash containers must be emptied, and bags replaced on a regular basis to prevent a nuisance (i.e., flies/vermin attractant). • Trash must be disposed of in an approved manner (trash service) as needed. |

MOBILE FOOD FACILITIES - FOOD TRUCKS AND FOOD CARTS

Food trucks and food carts with a Current Los Angeles County Health Permit

- A valid Public Health Permit (PHP) must be posted on the truck or cart.
- Carts are not required to be inside a tent.
- Food must be handled in compartments on the cart.
- A food truck or cart operating at a Certified Farmers' Market may store, display, and sell non-PHF foods and beverages from a table adjacent to the vehicle.
- Food truck or cart can operate an open-air BBQ adjacent to the vehicle.
- Food trucks and food carts must be cleaned and serviced at least once during an operational day.



Food trucks and food carts without a Current Los Angeles County Health Permit

- Mobile Food Facilities and cart operators WITHOUT a current PHP must apply as a Food Booth and pay for the applicable health permit.
- Food trucks that do not have a Mobile Food Facility permit from an environmental health jurisdiction may be required to provide California Department of Housing and Community Development's insignia.
- Food trucks and food carts participating in a community event must provide information on maintenance of required food temperatures, storage of equipment during periods of non-operation, and where and how the food truck or cart will be serviced (disposing wastewater, obtaining potable water, etc.) during periods of non-operation.
- Minimum requirements for warewashing, handwashing, maintaining food temperatures, and food storage must be met as applicable. All equipment must be in good working order.
- A food truck or food cart without a Public Health Permit from Los Angeles County or another jurisdiction must flush and sanitize the potable water holding tank prior to connecting to potable water for the event.
- Liquid waste must be removed through an approved connection to the sewer system or by an approved sewage transport vehicle.



The Fire Department may have additional requirements such as the following:

- Cooking equipment must be approved for use by the local fire department.
- Outdoor cooking equipment (such as BBQ Grill) must be kept at least 5 feet from the booth or other combustibles.
- Cooking areas are to be protected and secured from public access.
- Only approved fuels are to be used. The use of Kerosene or gasoline is prohibited.
- Generators are not to be refueled while running. Refueling is to be done only when the unit has cooled down.
- All fueling or refueling must be done outside of the food booths at an approved location and only when the appliance is shut off and cooled down.
- When Sterno is used, a metal or non-combustible barrier must be provided to protect the table-top or surface from flame impingement.
- Propane cylinders are prohibited inside the booth. Cylinders must be kept upright, be of approved size, and provided with approved hoses and fitting. Shut-off vales must always be accessible.
- A fire extinguisher with a minimum of 20BC classification must be available at the food booth.
- Electrical appliances, cords, and accessories must be in good repair and UL listed. Household type extension cords are prohibited. All extension cords must be rated for the intended use.

Contact the local fire department for any further requirements or clarification regarding fire department regulations at Temporary Food Events.





SHARED FOOD FACILITY AGREEMENT

(Please print or type all information)



This agreement must be signed by both the Permitted Food Facility (PFF) Operator and the Dependent Operator (e.g., Compact Mobile Food Operator (CMFO) or Temporary Food Facility (TFF)).

DEPENDENT OPERATOR'S FACILITY INFORMATION

| | | | |
|-----------------------|---------------|--------|------------------------|
| Name of Business: | | | Public Health Permit#: |
| Facility Address: | City: | State: | ZIP: |
| Owner(s) of Business: | | | |
| Billing Address: | City: | State: | ZIP: |
| Email: | Phone Number: | | |

PROPOSED DEPENDENT OPERATION

| | | |
|--|--|--|
| Hours/Days of Operation <input type="checkbox"/> Sun: _____ <input type="checkbox"/> Mon: _____ <input type="checkbox"/> Tues: _____ <input type="checkbox"/> Wed: _____ <input type="checkbox"/> Thurs: _____ <input type="checkbox"/> Fri: _____ <input type="checkbox"/> Sat: _____ | Type of Business <input type="checkbox"/> Retail Only | Type of Food Service Conducted (check all that apply) <input type="checkbox"/> Low Risk Prepare/package only non-potentially hazardous foods. <input type="checkbox"/> Moderate Risk Food preparation is limited to preparation for same-day service; prepared foods that are not sold or served the same day are discarded. <input type="checkbox"/> High Risk Offer a menu that involves the preparation of PHF and the PHF travels through the temperature danger zone (41-135°F) more than once. |
| | Where/How will food be sold? <input type="checkbox"/> MFF/CMFO <input type="checkbox"/> Temporary Food Facility Employees #: _____ | |

PERMANENT FOOD FACILITY - EQUIPMENT OVERVIEW

1. Do you require new equipment that is currently not available in the PFF? Yes No
 If yes, identify the type of equipment (attach Equipment Specification Sheet): _____

2. What equipment/utensils/sinks at the PFF do you plan to use:
 Cooking equipment Prep tables Handwashing sinks Food prep sink Mop sink Utensil washing sink Refrigerator
 Other: _____

3. What do you do with leftovers: _____ N/A

FOOD FLOW OVERVIEW

FOOD DELIVERY: All food ingredients must be obtained from an approved source. Maintain receipts

FOOD STORAGE: Identify amount of shelving utilized (label with the name of your business):
 Dry Storage _____; Refrigerated Storage (41°F) _____; Frozen Storage _____

PERMANENT FOOD FACILITY OPERATOR'S INFORMATION

| | | |
|-------------------|-----------------|------------------------|
| Facility Name: | Contact Person: | Public Health Permit#: |
| Facility Address: | City: | State: ZIP: |
| Email: | Phone Number: | |

PERMANENT FOOD FACILITY – CMFO CLEANING AND STORAGE

To support the cleaning of a CMFO food cart, the PFF must have a wash down area that is protected from the elements and includes hot and cold running water and drainage to a public sewer.

1. Are there facilities to allow for the proper cleaning of the cart? Yes No
 If yes, check each required item: Wash down space with hot & cold-water lines (if outdoors, must have overhead protection)

Backflow prevention device for water lines Waste tank disposal of liquid waste (e.g., floor sink, floor drain, trench drain, mop sink)

2. Is there a potable water connection to fill freshwater tanks? Yes No

3. Is there a vermin proof area to store the CMFO? Yes No

If no, the Dependent Operator must have an alternative, approved storage location for the CMFO.

FOOD PRODUCTION: Describe the following with as much detail as possible. Indicate Not Applicable (NA) as appropriate.
(*Equipment – must be NSF approved or equivalent)

| PROCESS | IDENTIFY FOOD ITEMS | INDICATE LOCATION AND EQUIPMENT* |
|---|---------------------|----------------------------------|
| Washing of Produce | | |
| Thawing | | |
| Cooking (A food temperature measuring device shall be available) | | |
| Slicing, Chopping or Assembly of Food Items | | |
| Hot Holding (Hot food maintained at 135°F) or above | | |
| Cooling (PHF food will be cooled to 41°F within 6 hours; 135°F to 70°F in 2 hours) | | |
| Reheating (Food must be reheated to a temperature of 165°F for 15 sec within 2 hours) | | |
| Food Transportation (Identify how foods will be protected from contamination and maintained hot/cold) | | |

CONDITIONS OF APPROVAL

- If significant or major violations are noted as a result of sharing the Permanent Food Facility (PFF), Environmental Health (EH) has the right to rescind the permission of use by the Dependent Operator to conduct the food activities as described above.
- EH may conduct inspections and investigate consumer complaints associated with the food business sharing the PFF and any violations noted will be cited on the PFF official inspection report.
- The Dependent Operator must immediately cease all operations in the event that the PFF permit is suspended or that an imminent health hazard exists that includes, but is not limited to: a vermin infestation, lack of hot water, a sewage system backup/failure, etc.
- The PFF assumes all responsibility for any health code violations which may occur while the facility is being used for this purpose. Such violations may be included on an inspection report for the PFF and may affect the score and grade of the PFF.
 - I am taking responsibility for all health code violations of the Dependent Operator, while operating in this PFF
 - I am not taking responsibility for all health code violations of the Dependent Operator, while operating in this PFF. The Dependent Operator needs to obtain a separate permit.
- The PFF and Dependent Operator will comply with all applicable laws.
- The PFF will notify EH in writing within 10 days of severance of this agreement.

I understand this agreement and declare the information above to be accurate and correct.

| | | |
|--|--------------------------------------|-------|
| Permanent Food Facility (PFF) Operator The person listed below has my permission to prepare food for sale from my facility on the days and time(s) listed above and store food and equipment in my food facility. | | |
| Name of PFF Operator/Legal Representative: | | |
| Signature: | | Date: |
| Dependent Operator I agree to use the above food facility to store food and equipment and for the preparation of food for the MFF/CMFO or TFF. I understand that if I no longer prepare food at this facility, I must obtain another agreement for the use of a permanent food facility or discontinue food preparation. <input type="checkbox"/> I agree to comply all health code requirements <input type="checkbox"/> I understand that I must have a separate Dependent Operator permit | | |
| Name of Dependent Operator: | | |
| Signature: | | Date: |
| To sign this document electronically: <ol style="list-style-type: none"> 1. Download the document. 2. Locate the document in your download folder. 3. Right click on the file and open with Adobe Acrobat. 4. Click the signature box where you will be signing. 5. Follow the steps to configure your signature in the pop-up window or select your existing signature and select continue. 6. Enter your password for your signature and click enter. 7. Save the document. | | |
| SUBMISSIONS: For MFF/CMFO: Standard Plan Cart/Previously Permitted Cart/MFF: Submit the completed application to the Mobile Food Program at ehvip@ph.lacounty.gov or call (626) 430-5500 for questions. New Custom Built Cart: Submit the completed application to the Plan Check Program at DPH-PlanCheck_Food@ph.lacounty.gov or call (626) 430-5560 for questions. | | |
| For TFF: Community Events associated with a Certified Farmers' Market: Submit the completed application to the Specialized Food Services Program at ehsfs@ph.lacounty.gov or call (626) 430-5421 for questions. Community Events NOT associated with a Certified Farmers' Market: Submit the completed application to the Community Events Program at communityevents@ph.lacounty.gov or call (626) 430-5320 for questions. | | |
| OFFICE USE ONLY | This agreement has been approved by: | Date: |