

ADDRESS:

SWAIN COUNTY HEALTH DEPT.
545 CENTER STREET
BRYSON CITY, NC 28713

PHONE: 828.488.3198
FAX: 828.488.8672

www.swaincountync.gov



**HEALTH DEPARTMENT
DIRECTOR**
ALISON COCHRAN

**ENVIRONMENTAL HEALTH
SUPERVISOR**
JONATHAN JONES

SWAIN COUNTY

To all organizers, coordinators and food vendors at special events:

It is in the best interest of the organizer, sponsor, coordinator, and food vendors that you contact the Swain County Department of Public Health, Fire Marshal, etc. prior to any event involving food to determine what will be required.

The following pages list the permitting requirements, information and applications for temporary food establishments. Read these requirements carefully. Applications (for organizers and vendors) must be submitted at least 15 calendar days prior to event. Each question must be answered or the application will be considered incomplete. It is the responsibility of the vendor to meet all requirements of the State laws governing temporary food service establishments before a permit can be issued.

Please be aware if any legal problems that could result from selling food. Selling food without a permit at an event where a permit is required will result in a cease order being issued and possible legal action.

A copy of the rules governing temporary food service establishments is provided. If you would like a complete copy of rules governing food service establishments please visit the following websites:

<http://ehs.ncpublichealth.com> for NC rules

<http://ehs.ncpublichealth.com/index.htm> for NC Food Code

Thank you for your cooperation and best of luck with your event,
Swain County Environmental Health Department

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REQUIREMENTS FOR TEMPORARY FOOD ESTABLISHMENTS

No food stand shall operate until it has turned in an application and been inspected by the Swain County Health Department. A permit will be issued if the food stand complies with the following requirements.

Food stands shall meet all the requirements set forth in the Rules and Regulation Governing the Sanitation of Restaurants and Other Food Handling Establishments 15A NCAC 18A .2600 pertaining to temporary food stands.

1. All foods served shall be served on single service disposable containers. No glasses, dishes, silverware, etc.
2. Hamburger patties shall be purchased from an inspected meat market or plant in patties, separated by clean paper and ready to cook.
3. Poultry shall be purchased from an inspected market and shall be ready to cook.
4. All foods shall be received from an approved source i.e. prepared in a commercial kitchen, NCDA&CS, or USDA inspected.
5. Potentially hazardous foods such as cream filled pastries and pies, and salads such as potato, chicken, ham, crab, etc. may not be served.
6. Running water under pressure shall be provided on the premises. The water supply shall be approved and of a safe and sanitary quality. Provisions shall be made for heating water for the washing of utensils and equipment. At least a single vat sink, large enough in which to wash cooking utensils, pots and pans shall be provided on the premises. At least one drain board or counter top space must be provided.
7. Adequate electric or gas refrigeration shall be provided for the storage of potentially hazardous foods. Thermometers shall be located in the refrigerators.
8. Facilities shall be provided for employees' hand washing; consisting of paper towels, pans and antibacterial soap. Adequate covered containers for carrying water shall be provided.
9. Where food and griddles are exposed to public view or to dust and insects, they shall be protected by glass, or otherwise, on the front, top and ends exposed only as much as may be necessary to permit handling and serving foods. Grills shall be located as to protect foods from contaminants when they are opened.
10. All griddles, grill warmers, spatulas, refrigerators and other utensils and equipment shall be cleaned routinely and maintained in a sanitary manner.
11. Protection from flies shall be provided by screening or by effective use of fans.
12. Adequate garbage cans for garbage and refuse shall be provided and shall be kept clean and covered. Trash shall be removed daily.
13. Premises shall be kept clean.
14. Water used to wash hands and utensils shall be discarded in an approved wastewater disposal system.
15. Restroom facilities shall be provided on the premises.
16. No children will be permitted inside the temporary food stand.
17. All food and equipment MUST be in the temporary food stand before a permit to operate is issued.

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Swain County Temporary Food Establishment Vendor Application

Each food vendor must submit a completed Temporary Food Establishment application to coordinator to be submitted to department **at least 15 calendar days prior to event**. Permit fee(s) shall be submitted along with application. Each question must be answered or the application will be considered incomplete.

Application Submission Date: _____

Event Name: _____

Event Location: _____

Event Date(s)/Time(s): _____

Proposed Date/Time for Pre-Opening Inspection: _____

**** This will be determined by the Swain County Health Department and Event Coordinator**

Booth Name/Business Name: _____

Owner/Operator Name: _____

Owner/Operator Address: _____

Owner/Operator Phone (7:45am-4:45pm): _____ Other: _____

FOR ENVIRONMENTAL HEALTH SECTION USE

_____ Permit required

_____ Permit is not required – exempt under GS 130A-250(7) or food items not regulated under 15A NCAC 18A .2600

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Type of Setup: ☐ Tent ☐ Trailer/Self Contained Unit ☐ Other _____

Hand Washing: ☐ Plumbed Sink ☐ Gravity Flow container with push button/flip nozzle
(At least 2 gallon container with unassisted free flowing faucet)

Utensil Washing: ☐ Plumbed sink with drain board/counter top for air drying
☐ Separate tubs for wash, rinse, sanitize with drain board/counter top for air Drying

Water Source: ☐ On-Site Municipal ☐ Sealed Bottled Water
☐ Brought from permitted establishment (Attach permitted letter from owner)
☐ Other _____

Wastewater Disposal: ☐ Provided By Event
☐ Return to Permitted Establishment (Attach permission letter from owner)

Garbage Disposal: ☐ Provided by Event ☐ Other _____

Will all foods/beverages be prepared at the event? ☐ Yes ☐ No

If no, attach a letter signed by the owner of a permitted establishment listing each menu item that will be prepared by the establishment. Owner must include contact information. Domestic kitchens shall not be used.

Menu items are subject to approval and may be restricted

Food/Beverage Ex: Hamburgers	Source/Transport Method Ex: Frozen patties from Sam's by cooler w/ice	Prep/Cooking Procedures Ex: Transfer from cooler to grill	Hot/Cold Handling Ex: Hold in Crock Pot w/Broth	Cooking & Holding Equipment Ex: Gas grill w/steam table

*Any foods requiring preparation prior to the event must be approved and permitted by the Swain County Department of Public Health and event coordinator. (i.e. BBQ, dough for fry bread) Any foods prepared without permission from the department will be discarded. Food booth must be completely set up prior to permitting.

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Equipment Layout Diagram:

Please provide a layout of proposed set-up including all equipment used for cooking, hot holding, cold holding, hand-washing facilities, work tables, utensil washing facilities, etc.

*Application will be returned if this section is not filled out completely

I hereby certify that the above information is correct and I fully understand that any deviation from the above without prior consultation with Swain County Department of Public Health may nullify final approval and prevent issuance of a temporary food establishment permit. I understand that incomplete/incorrect applications will not be processed.

Signature Owner/Operator: _____

Date: _____