NATIONAL PARK SERVICE

TEMPORARY FOOD SERVICE APPLICATION

Completed application should be returned to event sponsor for forwarding to appropriate NPS office. ***Make certain that all required attachments ❖ are included***. For technical questions about food safety and Food Code requirements, contact the NPS Public Health Office - telephone 202-619-7070 / fax 202-401-1242 / email public_health@nps.gov .

Type or Print Legibly

Event _____ **Date** _____

Location _____ **Event Sponsor** _____

FOOD VENDOR INFORMATION

Establishment / Individual Name _____

Manager Name _____ **Site Manager** ❖ _____

❖ Attach copy of Site Manager's ***Food Manager Food Safety Certificate*** to this application - **REQUIRED**

Address _____

City _____ **State** _____ **Zip Code** _____

Telephone (____)_____ **Fax (____)**_____ **E-mail** _____@_____

FOOD PREPARATION

Will all food be prepared onsite? **Yes** / **No** ❖

❖ If response is **No** - complete this section and attach: (1) ***Food Establishment Agreement***; (2) ***Copy of Current Inspection Agency Permit***; ***and*** (3) ***Legible Copy of Current Inspection Report***. - **REQUIRED**

Establishment _____ **Owner / Manager Name** _____

Address _____

City _____ **State** _____ **Zip Code** _____

Telephone (____)_____ **Fax (____)**_____ **E-mail** _____@_____

Acknowledgment of Receipt and Understanding of NPS Public Health Requirements by Food Vendor

I have read and understand the NPS Public Health Requirements for Temporary Food Events. I hereby agree to the conditions contained therein and will be responsible for their implementation. I agree to have the listed Site Manager who has a current ***Food Manager Food Safety Training Certificate*** onsite at all times to oversee the proper set up and safe operation of the food booth.

Signature X_____**Title** _____ **Date**_____

more

MENU

The submitted menu items listed below are subject to specific review and approval by the National Park Service in accordance with Special Event Guidelines. Certain events require conformance of each of the menu items to the Ethnic Food provisions of these guidelines. For example, traditional Middle Eastern dishes would be required for a Middle Eastern cultural festival. For specific questions on what items would be acceptable prior to completion of this menu information, please call the NPS representative at (202) 485-9696. No substitution of menu items listed below will be allowed without prior concurrence by the NPS representative and NPS Public Health.

No.	Item	Main Ingredients	Preparation Onsite / Offsite	Post Prep Hold Hot / Cold	Service Hot / Cold
1.					
2.					
3.					
4.					
5.					

FOOD BOOTH LAYOUT / OPERATION

Specify in the following food booth diagram (or attach a diagram) the placement of the following equipment / operations. Provide setup details following each item. Note that all food booths must comply with NPS fire and safety rules .

(1) Hand washing

(2) Storage - food, utensils, single service, toxics

(3) Cooking

(4) Cold Holding

(5) Hot Holding

(6) Food Service - Display / Counter Protection

(7) Dish washing

PUBLIC / FRONT

NATIONAL PARK SERVICE
PUBLIC HEALTH REQUIREMENTS
TEMPORARY FOOD SERVICE

Introduction

Temporary food service events can be fun for the crowds that come to enjoy the festivities and food. Food safety for the millions of visitors who enjoy these events on National Park Service venues is of utmost importance. The National Park Service uses the most up-to-date food safety guidelines available, USPHS / FDA **Food Code**, to assure safe food operations. These guidelines are available from a variety of public sources. Contact the NPS for more information on availability and on questions of applicability to your specific food operation.

Application / Approval Procedure

1. Individual food booth vendors are selected by the special event sponsor. They receive their NPS Temporary Food Service Application from them. The completed application with required attachments is returned to the event sponsor for forwarding to the NPS Event Coordinator at least 60 days prior to the event.

2. NPS Event Coordinator reviews the application for completeness and suitability of proposed menu items for the event.

3. At least ten days, prior to the event, each food booth operator shall attend a meeting with the Public Health Consultant to discuss the details of the application and plans for setup and operation.

4. A list of food booth operators who have completed the Public Health review will be furnished to the Park Superintendent and to the event sponsor.

5. At least one hour prior to planned opening of the food area, vendors will be ready for a Setup Inspection by the Public Health Consultant. Events with a large number of food booths, may require an earlier setup time.

Summary of Public Health Requirements

The detailed Public Health Requirements are provided in the current edition of the USPHS / FDA Food Code as discussed in the Introduction. The following provides the highlights of the code in a format applicable to most Temporary Food Service operations. The Food Code or the NPS Public Health Consultant should be consulted where further information is needed on exact compliance requirements

Summary of Public Health Requirements for Temporary Food Service

- Consult current edition of USPHS / FDA **Food Code** for compliance details

Cat.	Item
Personnel	Site Manager - Certified in Food Safety; Present at all times; Monitoring for Food Safety
	Food Workers Healthy - No Illness or Infection Symptoms Such as Diarrhea, Fever, Vomiting, Jaundice, Sore Throat with Fever
	No Lesion on Hands or Wrist Containing Pus Such as Boil or Infected Wound That Is Open or Draining
	Clean Hands Before Working, When Soiled, after Breaks and after Returning from Restroom; Good Hygenic Practices
	Clean Clothes; Short Nails
Food	Source - Commercial; Comply with Food Law; No Home-made Items; Menu Limited to Submitted / NPS Accepted Items
	Food Prepared Offsite Only if Approval Received from NPS Public Health Consultant based on Information Submitted with Application; Subject to Conditions and Restrictions Accompanying Acceptance
	Food Containers Clean and Sanitized Before Using; Food Protected from Toxics during Transport; Only Food Grade Containers Used
	Potentially Hazardous Food Packed, Transported, Held at less than 41°F or more than 140°F; Routinely Monitor Temperatures
	Potentially Hazardous Food Cooled from 140°F to 70°F in 2 hours; Continue Cooling from 70°F to 41°F in 4 hours; Monitor Cooling Process
	Ice Used as Ingredient or in Contact with Food from Commercial Source
	No Bare Hand Contact of Ready to Eat Foods; Use Clean Utensils / Gloves
	Cooking Temperatures: Poultry and Reheat - 165°F; Ground Beef, Pork, Shell Eggs to be Held - 155°F; Other Potentially Hazardous Foods - 145°F / All with Hold Time at Specified Temperature for 15 seconds; Cooking Temperatures and Times Routinely Monitored; Consumer Advisory as Required
Equipment	Food Contact Equipment Constructed of Safe Materials; Easily Cleanable; Good Repair; Clean and Sanitized Before Use
	Sufficient Cold / Hot Holding, Cooking Equipment
	Food Thermometer; Calibration Recently Checked; Refrigeration Thermometers
	Food Display / Service Protected by Adequate Spacing / Shielding / Wrapping
	Food, Utensil, Single Service Storage Above Ground
	Dishwashing: Wash - Clean, Hot Detergent; Rinse - Clean Water; Sanitize - Clean, Solution at proper strength (Chlorine 50-200 ppm); Sanitizer Test Strips; Monitor
	Utensil Dispensing - Wrapped, Handed or Properly Dispensed; Condiment Dispensing
Water / Waste / Facilities	Clean and Sanitized Food Grade Containers for Hauling / Holding Water
	Water from Protected Potable Sources; Conveyed through Water Grade Hoses
	All Solid / Liquid Waste and Grease Properly Disposed in Sanitary Facilities
	Hand washing Facilities: Insulated Beverage Container with Spout with Automatic Shut Off; Filled with over 2 Gallons of Clean Warm Water; Catch Basin; Handsoap; Towels and Trash Can
	Restrooms for Food Workers in Proximity
	Sufficient Trash Cans; Can Liners; Frequently Removed From Food Booth Area

REQUIREMENTS FOR OFFSITE PREPARATION OF FOOD

Food prepared offsite presents more public health risks than food prepared onsite. These risks include more critical problems of time and temperature problems which account for more than 50% of the reported foodborne illness outbreaks. It can be done correctly, but it takes extra care on the part of the establishment operator and the temporary food booth vendor. The service of food prepared in advance and transported to the event essential becomes part of the establishment's operation and responsibility. The following is an example of a Food Establishment Agreement which **must** accompany the Temporary Food Service Application, if food is to be prepared offsite.

FOOD ESTABLISHMENT AGREEMENT

I, owner / manager, of _____, a permitted and inspected
(Name of Establishment)

food preparation facility located at _____, _____, _____,
(Street Address) (City) (DC / State)

hereby authorize _____ to use my facilities and equipment on _____
(Name of Food Booth Applicant) (Date)

for the purpose of preparing, cooking, cooling, hot holding and transporting food for the

_____, a special event to be held on _____ at a National Park.
(Name of the Event) (Date)

Attached is a copy of my current permit for operation, which expires on _____, and a legible
(Date)

copy of my most recent inspection report from _____.
(Date)

X_____
(Signature)

_____
(Name - Typed or printed)

_____
(Date)

Required Attachments

(1) ***Copy of Current Inspection Agency Permit***

(2) ***Legible Copy of Current Inspection Report***