



**Town of Redding**  
**Health Department**  
 P.O. Box 1028      100 Hill Rd. Redding, CT 06875  
 (203) 938-2559      health@townofreddingct.org

**TEMPORARY FOOD SERVICE APPLICATION**

Location of Event: \_\_\_\_\_  
 Date(s)/Times(s) of Event: \_\_\_\_\_  
 Applicant Name & Address: \_\_\_\_\_  
 Applicant Phone Number & Email: \_\_\_\_\_  
 Name of Organization: \_\_\_\_\_  
 Qualified Food Operator/Person in charge of food safety: \_\_\_\_\_  
 List all food items to be served: \_\_\_\_\_

Where will food items be purchased? \_\_\_\_\_  
 Offsite food preparation? If yes, where? \_\_\_\_\_  
 Name and address of licensed kitchen: \_\_\_\_\_

How will potentially hazardous foods to be prepared, transported, stored before and during the event (meats, eggs, shellfish, dairy products, etc.)?  
 \_\_\_\_\_  
 \_\_\_\_\_

Describe cooking, hot holding and cold holding methods (metal stem thermometer required).  
 \_\_\_\_\_  
 \_\_\_\_\_

Describe or draw (on back) the booth layout with handwash facility(s) located \_\_\_\_\_  
 \_\_\_\_\_

Describe the on-site handwashing facility \_\_\_\_\_  
 \_\_\_\_\_

Approved?(Y/N) \_\_\_\_\_ Date Approved \_\_\_\_\_

\_\_\_\_\_  
Operator in Charge

\_\_\_\_\_  
Redding Health Officer

**Temporary Food Service Permit Fee \$25 payable to the "Town of Redding"**

\*Fee waived for qualified civic/faith-based non-profit organizations

## Temporary Food Service Permits

The Redding Health Department would like to remind all clubs, churches, fire departments, organizations, and individuals wishing to serve food and beverages to the public, that permits are required. The reason for the procedure is to assure the public is eating safe food, and to prevent potential foodborne illness outbreaks at temporary food service events.

It wasn't long ago when hundreds of patrons became ill at the Norwalk Oyster Festival. That disaster reminds us of the utmost importance of food safety. With proper procedures, foodborne outbreaks can be prevented. Ever since that event, Temporary Food Service Permits have been required.

You may ask "Exactly when do I need to get a permit"? You will need a permit if you or your organization is:

1. Serving food to the public, and
2. Serving food that is considered potentially hazardous

Potentially hazardous foods include milk and dairy products, eggs, meat, poultry, shellfish, fish, and foods capable of supporting the growth of toxigenic microorganisms.

Forms and information for a Temporary Food Service Permit can be found on the Town of Redding Website ([Townofreddingct.org](http://Townofreddingct.org)) under the Health Department tab. If I have questions or concerns about your application, I will call you to discuss the foods proposed to be served, the importance of food temperature control (both hot and cold), booth layout, equipment, procedures, and handwash facilities. It is important the person in charge of the food booth be aware of safe food practices and that he or she oversees food safety and quality. Trained individuals with commercial food service experience are preferable.

The Health Department is available for questions at (203) 938-2559.

Christopher Wegrzyn, R.S.

# Redding Health Department

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## **Temporary Food Service Event Requirements**

1. Completed Temporary Food Permit application
2. QFO certificate with matching photo ID
3. Copy of Driver's license matching QFO certificate
4. Copy of facility license where food is prepared
5. Copy of proposed menu
6. \$25 check or money order payable to the "Town of Redding"

\*Fee waived for qualified civic/faith-based non-profit organizations

All Food Service Events must comply with sections 19-13-B40, 19-13-B42, 19-13-B48 and 19-13-B49 of the CT Public Health Code.

## **RULES FOR FOOD PREPARATION PERSONNEL**

- 1) Handwashing must be done before all food preparation. The use of gloves does not replace handwashing.
- 2) Gloves must be discarded when damaged, soiled and when changing tasks.
- 3) Hands must be washed when changing gloves.
- 4) **No bare hand contact with ready to eat foods.**
- 5) Handwash facilities must be located in the immediate food preparation area.
- 6) All ground beef must be cooked until well-done, so the juices run clear and the inside is no longer pink (see attached cooking temperature sheet for more information).
- 7) All food prep personnel must wear hair protection: baseball hat, headband, chef's hat, or hairnet.
- 8) All hot foods must be maintained at 135° F or hotter and cold foods at 41° F or colder. **A stem thermometer must be on site to confirm temperatures.**
- 9) All cooking utensils, pots, knives, and cutting boards must be thoroughly washed, rinsed, and sanitized, before and after being used, or every four hours, whichever comes first.
- 10) Potentially hazardous frozen foods must be thawed at refrigerator temperatures of 41° F or below.
- 11) Food prep personnel must be notified that they cannot handle food if they are ill, have diarrhea or if they have open cuts or sores.
- 12) All workers at a food booth must sign a log-book indicating the date, their name, address, and phone number, and the hours that they have worked.
- 13) A water/chlorine solution must be used to disinfect surfaces.
- 14) Wiping cloths must be stored in a clean sanitizing solution equivalent to a minimum of 50 ppm chlorine (between 50-100 ppm chlorine).
- 15) All food must come from an approved source. All meats and poultry must be USDA inspected and approved. Shellfish (oysters, mussels, and clams) must have tags indicating date and source. Tags must be saved for ninety (90) days after each event.
- 16) Ice must be treated as a food and come from a potable water supply. Ice used to keep food cold is not to be used for drinks.

## **GENERAL CHECKLIST FOR TEMPORARY FOOD SERVICE OPERATIONS**

- \_\_\_\_\_ **Probe/stem-type thermometer** for monitoring proper cooking and holding temperatures  
(Range of 0° F - 220° F, accurate  $\pm 2^\circ$  F)
- \_\_\_\_\_ **Adequate facilities to maintain hot potentially hazardous foods at 135° F. or higher**
- \_\_\_\_\_ **Thermometers for all refrigerators or cooling units** – all units used for keeping foods cold must be maintained at a temperature below 41° F. Meat must be kept at or below 41°F.
- \_\_\_\_\_ **Coolers packed with ice, ice packs or refrigeration units** – if applicable.
- \_\_\_\_\_ **Plastic wrap / covers for all containers**
- \_\_\_\_\_ **Hand washing station with liquid hand soap, paper towels, wastebasket**
- \_\_\_\_\_ **Extra utensils, cutting board, and/or gloves** – for food preparation service
- \_\_\_\_\_ **Potable water supply** – for washing and hand washing
- \_\_\_\_\_ **Utensil wash/rinse/sanitize containers** – where required
- \_\_\_\_\_ **Soap and water solutions** –for washing equipment and surfaces
- \_\_\_\_\_ **Sanitizer solution** - for sanitizing equipment and surfaces, and for storing wiping cloths
- \_\_\_\_\_ **Wastewater disposal container**
- \_\_\_\_\_ **Grease disposal container**
- \_\_\_\_\_ **Garbage containers** – with plastic liners
- \_\_\_\_\_ **Paper towels/clean wiping cloths**
- \_\_\_\_\_ **Aprons**
- \_\_\_\_\_ **Hair restraints**
- \_\_\_\_\_ **Shelving/ crates** - for off the ground storage of food products, single service articles and equipment.

**Internal Cooking Temperatures:****Whole Roasts, Corned Beef, Pork Roasts:**

130°F. 121 minutes

140°F. 12 minutes

145°F. 3 minutes

**Shell Eggs, Fish, Meat (Including Pork)**

145°F. 15 seconds

**Ground or Comminuted Meat and Fish Products:**

145°F. 3 minutes

150°F. 1 minute

155°F. 15 seconds

158°F. Instantaneously

**Game Meats, Poultry, Ground or Comminuted Poultry****Stuffed: Fish, Meat, Pasta, Poultry or Stuffing containing PHF ingredients:**

165°F. 15 seconds

Raw animal food cooked in a microwave oven shall be: rotated or stirred throughout or midway during cooking to compensate for uneven distribution of heat; covered to retain surface moisture; heated to a temperature of at least 165°F. in all parts of the food, and allowed to stand covered for 2 min. after cooking.

**Cold and Hot Holding Temperatures:**

**41° F. or less or 135° F. or more** for all potentially hazardous foods except **whole beef and pork roasts** which may be held hot at **130°F.** or above

Ready-to-eat food taken from a commercially processed, hermetically sealed container shall be heated to **140° F. or greater** for hot holding. Cooked, cooled, and refrigerated food that is prepared for immediate service in response to an individual consumer order may be served at any temperature.

**Cooling Requirements:****Cooked Potentially Hazardous Food shall be cooled:**

135°F. ⇔ 70°F. within 2 hours

70°F. ⇔ 41°F. within an additional 4 hours

**Reheating Temperatures:**

Potentially Hazardous Food that is cooked, cooled, and reheated for hot holding shall be reheated so that all parts of the food reach a temperature of at least **165°F. for 15 seconds within 2 hours** except **remaining unsliced portions of roast beef** which may be reheated to **145°F. for 3 minutes within 2 hours.**

Ready-to-eat food taken from a commercially processed, hermetically sealed container shall be heated to a temperature of at least 135°F. for hot holding. Cooked, cooled, and refrigerated food that is prepared for immediate service in response to an individual consumer order may be served at any temperature.

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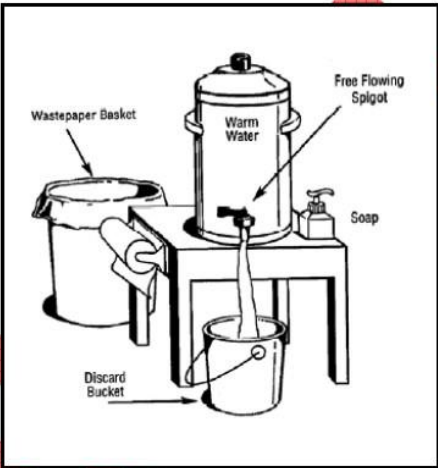
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physical impediments between the vendor and the station and has been approved by the local health department.

The basic items required for a proper hand washing station are:

- A container of potable water of sufficient size to provide enough water for the entire time the market is open. This container should be fitted with a free-flowing dispensing valve and should be raised off the ground to allow a catch basin under the spigot.
- One catch bucket for wastewater that fits under the container of water's spigot.
- Paper towels
- Liquid hand washing soap in a pump or squeeze bottle.



The diagram illustrates a handwashing station. It features a central table with four legs. On the table sits a large cylindrical container labeled 'Warm Water' with a 'Free Flowing Spigot' on its side. Below the spigot, a bucket is positioned to catch wastewater, labeled 'Discard Bucket'. To the left of the table is a 'Wastepaper Basket' with a paper towel hanging from its side. To the right of the table is a small bottle labeled 'Soap' with a pump dispenser. A red watermark is visible over the diagram.

Proper handwashing procedure:

- Wet your hands
- Apply liquid soap
- Briskly rub your hands together – including fingernails and backs of hands for a minimum of 20 seconds (a long time!)
- Rinse your hands under free flowing water
- Dry your hands with a disposable paper towel