



**City of Abilene  
Environmental Health  
633 Walnut Street  
P.O. Box 60  
Abilene, Texas 79604  
(325) 437- 4586 Fax (325) 676-6289**

## **TEMPORARY FOOD SERVICE REQUIREMENTS (Revised 03/13/2018)**

All temporary food booths in the City of Abilene must be inspected and permitted by a representative of the Environmental Health Section prior to preparing or serving food and/or drink to the public, unless specifically exempted. Booth operators are to contact Environmental Health at 325-437-4586 at least 48 hours prior to the event to review the menus and to schedule an inspection. Events with multiple booths shall submit applications 14 days prior to the event for menu review. Permits are issued to each booth separately after review of the menu and the application, receipt of the permit fees, and booth inspection. Environmental Health permit fees are noted on the Application sheet as well as required documentation for non-profits. To obtain a Solicitation permit, contact the City License Officer/City Secretary. To obtain a Vendor Permit to vend in a City of Abilene park, contact Community Services 325-676-6217. A copy of your State of Texas sales tax certificate is required. You may obtain the Sales Tax Certificate application from the Texas Comptroller at Happy State Bank, 1 Village Dr #250, Abilene, TX. (325) 695-4323.

The Health Authority may impose additional requirements related to the operation of temporary food establishments to protect the health of the consumer, and may prohibit the sale of some or all potentially hazardous foods. **Failure to comply with these regulations may result in the closure of the temporary food establishment, revocation of the permit and/or municipal court citations.**

### **FOOD PREPARATION:**

- Only foods approved by the Health Authority prior to the event shall be permitted. Only foods requiring minimal preparation shall be prepared or served. No slicing, dicing, cutting, or chopping during preparation will be permitted on site. Seafood and poultry are only allowed with two conditions: 1) Raw product must be pre-cut, breaded and frozen to go from the freezer to the fryer, or 2) product must be pre-cooked. Only pre-formed hamburger patties from an approved source shall be prepared or served. The preparation or service of pastries filled with cream, custards or similar products, meat salad sandwiches is prohibited unless approved in advance.
- If the food/drink offered is limited to pre-packaged, non-hazardous products only, and if the individual products are offered unopened to the customer without handling or further preparation of the food, then the Health Authority may waive or modify these requirements. Exceptions will be reviewed by the Health Authority in advance on a case by case basis.
- All food shall be prepared on-site or come from a facility that is inspected and approved by the Health Authority. Preparation or storage of food products at private residences is not allowed.
- Ice that is consumed or that contacts food shall come from an approved source. Ice shall be dispensed with ice scoops. All ice bins shall be kept covered and drained.
- All potentially hazardous foods (PHF's) require refrigeration and/or hot hold. Examples of potentially hazardous foods are foods that consist in whole or in part of milk or milk products, eggs, cut tomatoes, meat, and seafood. Potentially hazardous foods must be maintained at 41°F or below, or maintained at a temperature of 135°F or above. Mechanical hot holding and refrigeration is required, unless otherwise approved. Ice chests may not be used for storage of potentially hazardous foods. Canned heat (sterno type) is not allowed at outside events unless approved by Environmental Health staff. Accurate thermometers with a metal stem shall be provided to monitor the proper internal cooking and holding temperatures of potentially hazardous foods. Texas Food Establishment Rules (TFER) requires that meat and poultry products be cooked to the following minimum internal temperatures: Poultry 165°F, Ground Meats 155°F, Pork 145°F, and other meats 145°F.

- Barbecue pits and grills may be used for cooking and holding of meats, provided they have a lid for the food cooking/holding area. Barbecue pits and grills shall be barricaded in such a manner as to provide a physical barrier from the public area.

#### PERSONAL HYGIENE:

- When preparation and service of food and drink is involved, means for hand washing shall be provided. **If hot and cold running water is not an integral part of the booth, an insulated container with a spigot that can be turned on to allow potable, clean, warm (at least 100°F) water to flow shall be provided. At least 5 gallons of potable water shall be provided from an approved source for hand washing. The hand wash facility shall be supplied with soap, disposable towels and a waste receptacle. The hand wash wastewater shall be collected in a wastewater container of at least 5 gallons capacity.** Bare hand contact with ready-to-eat foods is prohibited. Use single-use gloves, tongs, tissues, or other appropriate utensils. Adequate hand washing must precede the use of single-use gloves.
- Personnel shall be free of infections that may transmit foodborne illnesses. Some form of hair restraint will be utilized to minimize contamination of food product. The use of chewing gum, tobacco, or eating food in preparation and serving areas is prohibited. Drink cups shall have a lid and straw to minimize contamination.

#### EQUIPMENT:

- When preparation and service of food and drink is involved, means for dish washing and sanitizing shall be provided. If hot and cold running water is not an integral part of the booth, at least 5 gallons of potable water shall be provided from an approved source in a sturdy, food-grade, dispensing container for dish washing and sanitizing. Three sturdy containers made of food-grade material of at least 2-gallon capacity shall be used for dish washing and sanitizing. One shall be used for dishwashing with potable water and dish washing soap, one shall be used for rinsing in clean water, and one shall be used for dish sanitizing. The sanitizing water shall contain 50 to 200 parts per million chlorine residual or quaternary ammonia according to the manufacturer's directions. Verify the concentration by using an appropriate test strip.
- Only single-service items shall be provided for the customer's use. Condiments provided for the customer's use shall be single-service packets or dispensed from enclosed, automatic dispensing devices (i.e., pumps, squeeze-bottles).
- Equipment, utensils, and single service items will be protected from contamination during preparation, storage, display and service.

#### BOOTH CONSTRUCTION:

- All booths shall have suitable covering over food preparation, cooking, and serving areas. **Booths operating no more than one day shall be exempt from the covering requirement.** Such cover must meet Fire Code requirements. All booths shall have a floor surface that is smooth, clean, and moisture resistant, such as concrete, asphalt, tight-fitting plywood, or vinyl tarp. Booths operating for more than four days shall have walls or some other means of separation from the public. No booths shall be constructed on sight. Booths operating 4-14 days shall also have outer openings, including service windows and doors, screened. Booths operating for less than 4 days are exempt from the screening requirement.
- Food booths operating 4-14 days shall have a potable water system with hot and cold running water under pressure integral to the booth for hand washing, dish washing and sanitizing. A separate hand sink with hot and cold running water shall be provided. Hand soap and paper towels shall be provided. A two-compartment sink with hot and cold running water shall be provided for dish washing and dish sanitizing. Dish washing soap shall be provided and an approved sanitizer of appropriate strength shall be used for sanitizing the dishes. The chlorine residual shall be 50 to 200 parts per million. Provide test strips to test the concentration of the sanitizer.

#### WASTE DISPOSAL:

- Wastewater shall be disposed of in a sanitary sewer or approved on-site sewage system, or held in a retention tank to be carried off-site for proper disposal. Wastewater shall not be poured or allowed to run onto the ground.
- Covered trash receptacles with removable trash bags shall be provided in the booth and outside the booth for the customer's use.



**CITY OF ABILENE**  
**ENVIRONMENTAL HEALTH SECTION**  
**633 Walnut Street, P.O. Box 60**  
**Abilene, TX 79604-0060**  
**(325) 437-4586 FAX # (325) 676-6289**

**Temporary Food Vendor Application**

Today's Date: \_\_\_\_\_ Event Date(s): \_\_\_\_\_

Time of Booth Setup: \_\_\_\_\_ Time Event Starts: \_\_\_\_\_ Time Event Ends: \_\_\_\_\_

This form **MUST** be completed before Temporary Food Permits are issued.

**TYPE OF BUSINESS:**

- Temporary Food Vendor 1-4 days (\$75.00)       Temporary Food Vendor 4-14 days (\$75.00)  
 Non-Profit Food Vendor—except West Texas Fair (\$0.00) Provide a copy of the Tax Exempt I.D.

**APPLICANT NAME:** \_\_\_\_\_

**EVENT NAME/LOCATION:** \_\_\_\_\_

**BUSINESS NAME:** \_\_\_\_\_

**STREET ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**PHONE:** (\_\_\_\_) \_\_\_\_\_ **CELL#:** (\_\_\_\_) \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**MENU:** \_\_\_\_\_

**FOOD SUPPLIER (GROCERY STORE OR RESTAURANT):** \_\_\_\_\_

**REFRIGERATION UNIT(S):** \_\_\_\_\_

**HOT HOLD UNIT(S):** \_\_\_\_\_

**APPLICANT SIGNATURE** \_\_\_\_\_

**CHECK ONE**

- Non-profit Organization  Y  N  
• Did you submit a copy of Tax Exempt I.D. and Application?  
For Profit Organization  Y  N  
• Did you submit your Application and permit fee?

**SITE INFORMATION**

- Three compartment ware wash  Y  N  
Sanitizer test strips  Y  N  
Handwashing Facilities  Y  N  
Proper Waste Disposal available  Y  N  
BBQ pits/Grills barricaded from public area  Y  N

**Office Use Only:**

Date: \_\_\_\_\_ Check # \_\_\_\_\_ Cash \_\_\_\_\_

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