PTO TODAY The School-Family Connection

Duluth, GA **October 2, 2018**

Infinite Energy Center

Important Food Sampling Information

If you are offering unwrapped food samples you must meet the following requirements:

1. Submit a **Temporary Event Application** **in person** to the Gwinnett Environmental Health office. Office hours Monday, Oct. 1 are 8 am-12:30pm and 2:00pm-4:30pm.

2. Fee of $125 paid by cash, certified check, money order or credit card

3. Submit a ***Notarized*** **Verification of Residency for Public Benefits** form.

4. Submit an **Authorization Request Form for Sample Food and/or Beverage Distribution** to the *Infinite Energy Center.* This form can be found in a separate PDF link in the Exhibitor Kit.

All forms along with a list of requirements and a checklist are in this packet.

*Please Note: If you are offering food samples that are wrapped and were wrapped during production you *do not* need a Temporary Event Permit from Gwinnett Environmental Health. However, you **DO** need to complete the Authorization Request Form for the Infinite Energy Center. This form is in the GA Exhibitor Kit.

Questions, please contact Deanna Glisson, Gwinnett Env. Health at 770-963-5132 x 530.

Please be aware that failure to adhere to safe food handling procedures may prohibit you from sampling.

COUNTY HEALTH DEPARTMENTS

Gwinnett Environmental Health Services
455 Grayson Highway - Suite 600
Lawrenceville, GA 30046
Phone: 770.963.5132
Fax: 770.339.4282
www.gnrhealth.com

TEMPORARY EVENT APPLICATION

All fees for temporary food service events must be paid by cash, money order, or credit card if paid less than 30 days prior to the event.

APPLICATION DATE: _____

BOOTH INFORMATION:

EVENT DATE: FROM_____ TO _____

BOOTH NAME AND EVENT LOCATION NAME_____

BOOTH NAME EXAMPLE: (BOB'S CHICKEN AT THE GWINNETT COUNTY FAIR)

EVENT ADDRESSS _____

_____

EVENT
CO-ORDINATOR NAME_____PHONE ( )_____

TYPE OF FOOD SERVED (LIST ALL SPECIFIC FOODS):

_____

_____

_____

WHEN WILL YOU BE READY FOR ON SITE INSPECTION? Day_____Time_____

OWNER NAME _____

OWNER ADDRESS_____

OWNER PHONE ( ) _____CELL ( )_____

PRINT NAME _____ *SIGNATURE*_____

Georgia Department of Public Health

Brenda Fitzgerald, MD, Commissioner | Nathan Deal, Governor

2 Peachtree Street NW, 15th Floor
Atlanta, Georgia 30303-3142
www.health.state.ga.us

GEORGIA DEPARTMENT OF PUBLIC HEALTH

Verification of Residency for Public Benefits
O.C.G.A. Section 50-36-1(e)(2)

As part of my application for public benefits from the Georgia Department of Public Health, I hereby swear, under oath, that I am:

[*check <u>one</u> of the following*]

(1) _____ A citizen of the United States;

(2) _____ A legal permanent resident of the United States;

or

(3) _____ A qualified alien or non-immigrant under the Federal Immigration and Nationality Act. The alien number assigned to me by the United States Department of Homeland Security or other federal immigration agency is Alien Number _____.

I also swear that I am eighteen years of age or older, and that I have provided at least one secure and verifiable identity document with this affidavit, as required by O.C.G.A. Section 50-36-1(e)(1). That secure and verifiable document is my

_____

_____.

In making these representations, I understand that any person who knowingly and willfully makes a false statement in an affidavit on any matter within the jurisdiction of state government shall be guilty of a violation of O.C.G.A. Section 16-10-20 and face the criminal penalties authorized by that statute.

_____
Signature of Applicant

_____
Printed Name of Applicant

Subscribed and sworn before me
this ____ day of _____, 20__.

_____
Notary Public
My commission expires _____.

COUNTY HEALTH DEPARTMENTS

Gwinnett Environmental Health Services
455 Grayson Highway - Suite 600
Lawrenceville, GA 30046
Phone: 770.963.5132
Fax: 770.339.4282
www.gnrhealth.com

Temporary Food Service Requirements

The following minimum requirements must be met in order for a permit to be issued:

1. Submit a food service permit application, applicable fees, copy of the menu, and plan of facility 30 days before the event date.
2. The Temporary food service operation shall be ready for inspection prior to the opening of the event.
3. Floors within the food preparation and display areas shall be kept clean and in good repair and constructed of concrete, asphalt, tight wood or other similar material.
4. When food is being prepared on site, a system capable of producing enough hot water for cleaning and sanitizing utensils and equipment shall be provided on the premises.
5. Foods to be served must be prepared on site or at an inspected and approved base of operation. Facilities for the washing, rinsing, and sanitizing of utensils and equipment shall be provided at the temporary site or permitted base of operation.
6. All potentially hazardous food shall be kept at or below 41°F or at or above 135°F in approved equipment. (Please note: You will need to keep your hot food hot and cold food cold.)
7. A backflow prevention device must be provided for attachment to the potable water system. All sewage including liquid waste shall be disposed of to sanitary sewer or other approved method.
8. A convenient hand washing facility consisting of at least warm running water, soap and individual paper towels must be provided.
9. All food preparation and food display areas shall be adequately protected by means of walls, ceilings, shields, screens or other approved devices.
10. Only potentially hazardous foods requiring limited preparation, such as seasoning and cooking may be served.
11. The health authority may impose additional requirements to protect against health hazards.
12. Fees 1 – 4 days $125.00 or 5 – 14 days $325.00.

All fees for temporary food service events must be paid by cash, money order, or credit card if paid less than 30 days prior to the event.

If you have any questions, please contact the food service division of Gwinnett County Environmental Health. Your cooperation is appreciated. We hope that this advance notice will prevent any misunderstandings and allow ample preparation time for the permitting process.

Rev. 4-22-2008

Temporary Food Service Checklist

ALL ITEMS BELOW MUST BE APPROVED AND DETERMINED IN COMPLIANCE BEFORE A TEMPORARY FOOD PERMIT IS TO BE ISSUED.

Please use this checklist as a guide on setting up your Temporary Food Service Booth.

Vendors MUST have receipts for ALL foods. Foods shall be from approved sources (check receipts and sources). **No** precooked/prepared foods unless from an approved source or restaurant. Foods from unverifiable sources are NOT permitted (e.g. home prepared foods)

- NOTE: limited food prep is allowed (cooking of foods, garnishing of food, etc.) Preparation of casseroles or salads is prohibited.

Must have overhead protection (gazebo style tents) AND at least the sides screened and the back of the booth screened (screening is to be from the top to the ground) **(see the picture #1).**

Vendors should have adequate means to properly cold/hot hold **ALL** foods (functional coolers and/or freezers, or ice, or foods in steam wells, foods over sternos, etc).

- Cold hold foods at 41°F or less
- Hot hold foods at 135°F or more

Vendors are to have a way of heating up water (coffee pot, grill, etc.).

Vendors are to have at least 1 rudimentary hand wash station supplied with soap and paper towels, and a catch basin **(see illustration).**

Vendors are to have a rudimentary dish sink – a wash basin, a rinse basin, and a sanitize basin (most use bus pans or buckets) **(see picture # 2).**

Vendors are to have sanitizer available for sanitizing (regular bleach).

Vendors are to have appropriate sanitizer test strips – (bleach test strips) **(see picture #5).**

Single use items (forks, knives, spoons) shall be wrapped **(see picture # 6).**

Vendors are to have appropriate utensils for dispensing foods.

Foods on display are to be covered or properly shielded.

Vendors are to have gloves or suitable utensils to handle ready to eat foods **(see picture # 4).**

Employees working with foods are to have hair restraints.

Vendors are to have appropriate thermometers **(see picture #3).**

No vendors are allowed to be set up on grass or dirt surfaces (concrete or wood are approved surfaces).

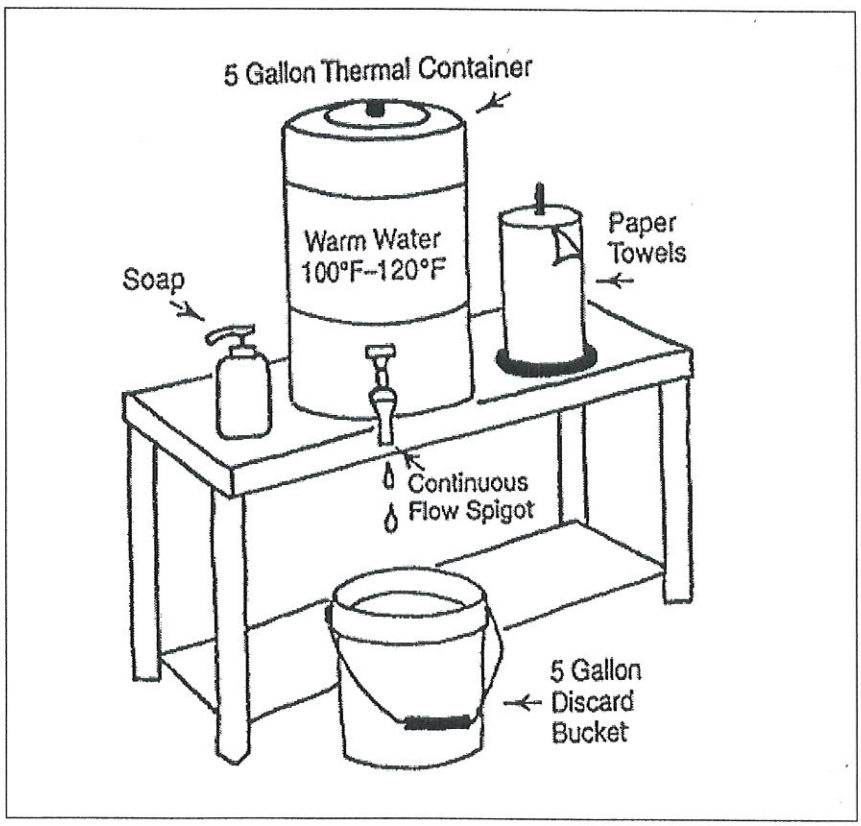
An appropriate backflow prevention device is needed if a hose connection to the potable water supply is utilized (consult with your inspector).

Trash and other refuse must be disposed of in such a manner that does not create a public health hazard or nuisance.

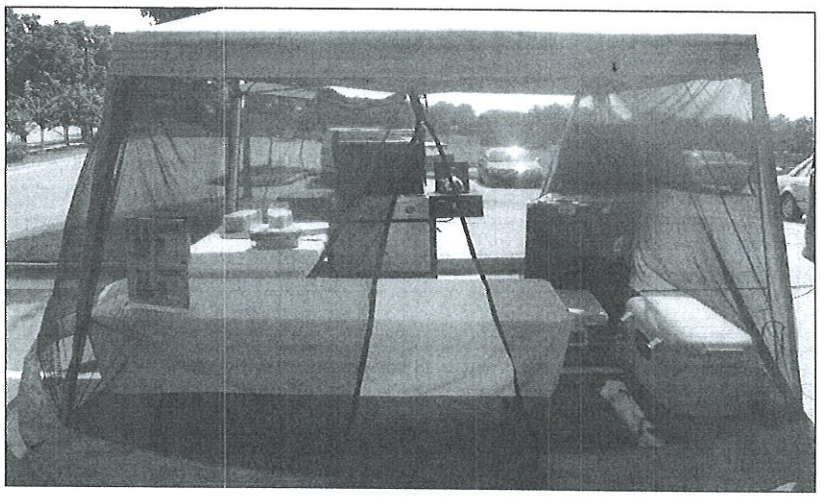
Restroom facilities shall be made available and conveniently located to participants. Determination of location and number of facilities will be determined/approved by the Health Department (290-5-59).

NOTE: This is not an all inclusive list. The health authority may impose additional requirements to protect against health hazards. The Health Authority MAY limit your menu items that are to be served.

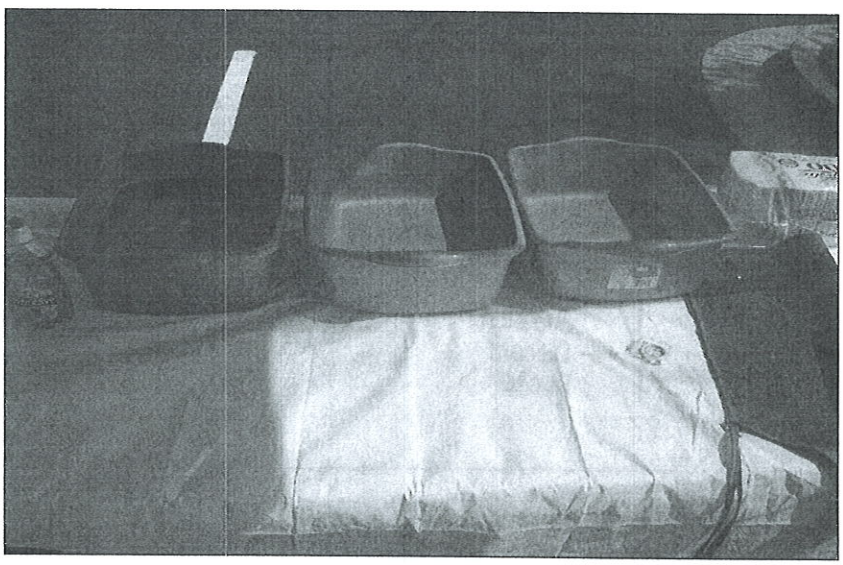
Illustrations and Pictures



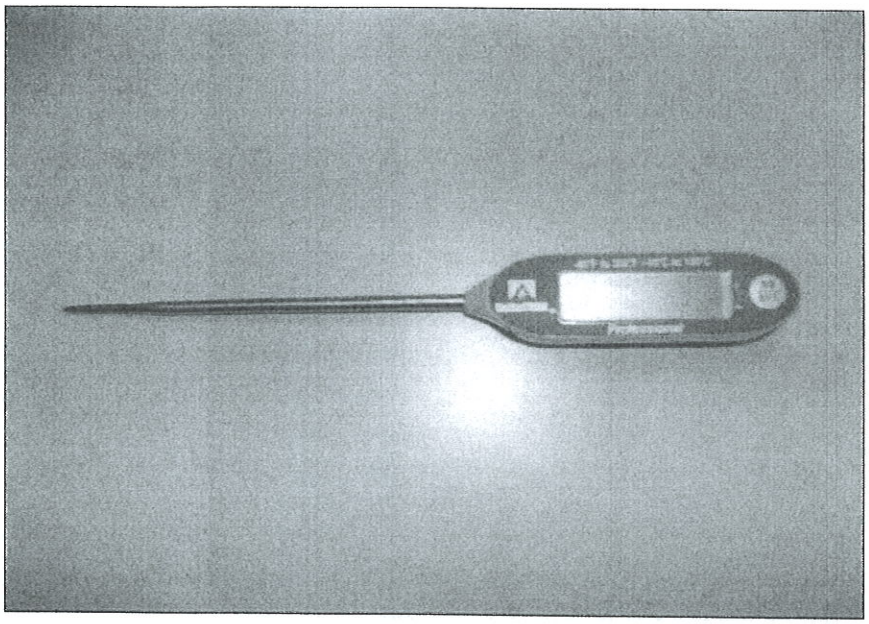
Handwashing facility set-up



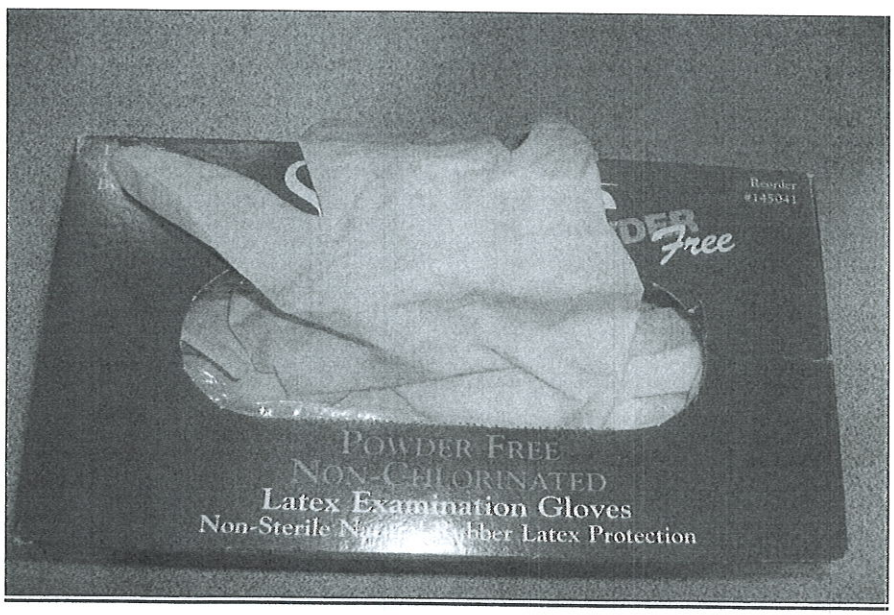
(#1) **Required screening (if event is outside)**



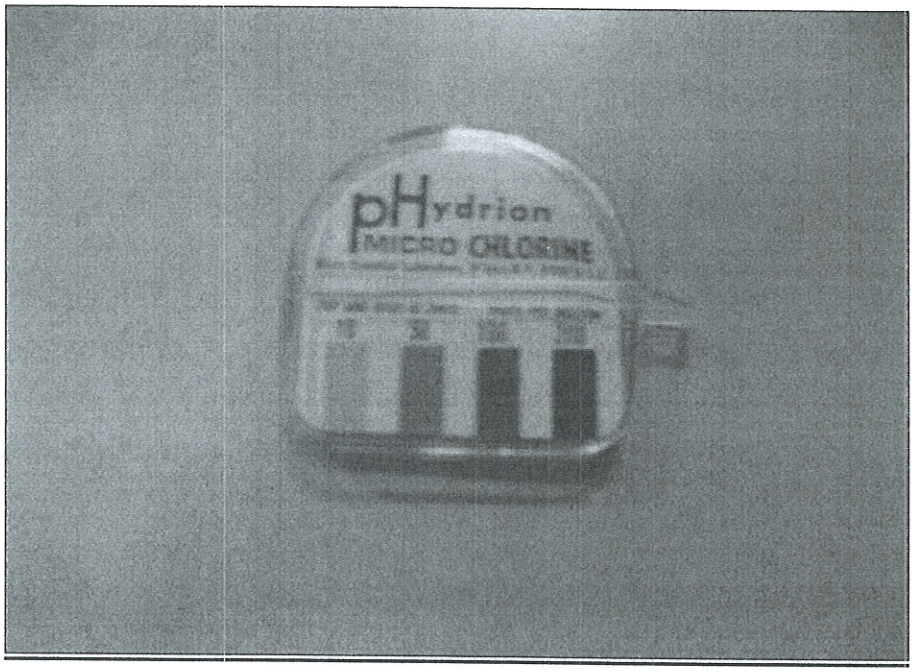
(#2) **3 compartment utensil wash area**



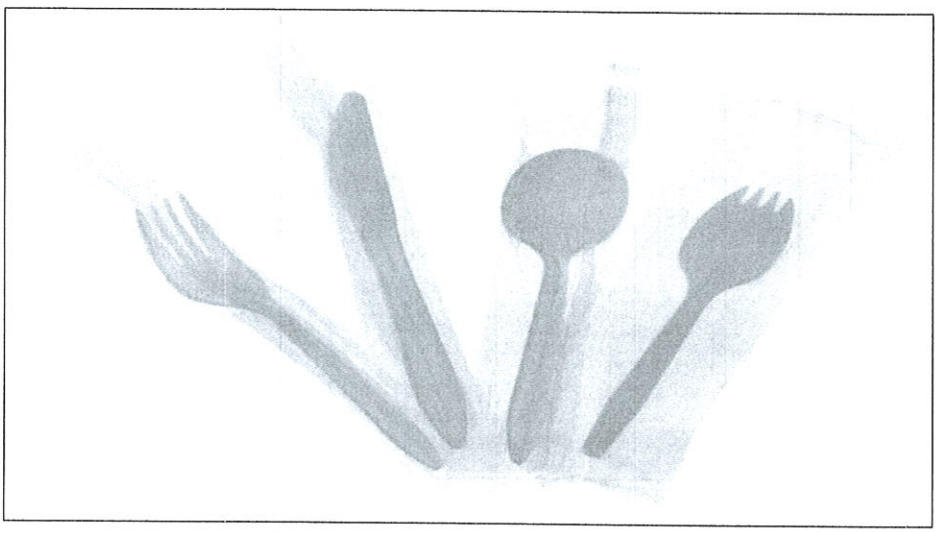
(#3) **Digital thermometer needed (if cooking foods)**



(#4) **Gloves needed for handling ready to eat food** (NO BARE HAND CONTACT).



(#5) **Sanitizer (chlorine) test strips are needed**



(#6) **Single use items (spoons, knives, forks)**