



**YUBA COUNTY  
ENVIRONMENTAL HEALTH DEPARTMENT**

915 8TH Street Suite #123 Marysville, CA 95901

Phone: (530) 749-5450 | Email: [Environmentalhealth@co.yuba.ca.us](mailto:Environmentalhealth@co.yuba.ca.us)

**Application for Temporary Food Facility (TFF)**

**Application Submittal and Payment Instructions**

- Applications must be received **at least two weeks** prior to the planned event. **Incomplete applications may delay processing.**
- This authorization is valid for one TFF vendor booth. A separate application and fee are required for each additional booth.
- Submit a completed application via email to [environmentalhealth@co.yuba.ca.us](mailto:environmentalhealth@co.yuba.ca.us). Applicants submitting via email will receive an emailed invoice with instructions to submit payment. Current fees can be found online here: [Permits, Forms, & Fees](#)

**Applicants eligible for fee reduction must include required documentation with application:**

- Veterans (include copy of DD Form 214 and driver's license)
- Food facilities with a current Yuba County permit (complete section below)

<b>Applicant Details</b>	<b>Type of Authorization:</b> <input type="checkbox"/> Single Event Vendor <input type="checkbox"/> Multi Event Vendor	
	Applicant Name:	
	Name of Concession/Booth:	
	Applicant Address:	
	Phone:	Email:
	Are you currently permitted as a food facility, caterer, or cottage food operator in Yuba County? <input type="checkbox"/> Yes <input type="checkbox"/> No Facility Name _____ Permit #: _____	

**Complete the following for Single Event Vendors only:**

<b>Single Event Details</b>	Event Name:	
	Event Organizer:	
	Organizer Phone:	Organizer Email:
	Event Location:	
	Event Dates:	Hours of Operation:

**A. VENDOR RESPONSIBILITIES AND CERTIFICATION**

*I certify that I am familiar with the requirements to operate a Temporary Food Facility (TFF) as a vendor (CAL CODE section 113947.1c) and agree to operate in a manner consistent with those requirements. I also understand that, depending on risk assessment and staff assignments, an event inspection may be conducted by this office.*

*I agree to post my TFF vendor authorization and event self-inspection checklist in a location visible to the public while operating. I agree to obtain approval from Environmental Health for any menu or set-up changes prior to the event.*

*I agree to renew my TFF vendor authorization should it expire before continuing to participate in any community events.*

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**B. FOOD/BEVERAGE TO BE SOLD OR SERVED AT THE EVENT**

List all foods and/or beverages to be offered (**Or attach menu**). Note: Off-Site Prep means preparation, usually ahead of time, at a location other than within your temporary food facility booth, such as a permanent food facility or commissary.

Food or Beverage Item	Off-Site Prep*	How Served	Made to Order	Describe Preparation Method (e.g. Mixing, BBQ, frying, grill)
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Hot <input type="checkbox"/> Cold	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Hot <input type="checkbox"/> Cold	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Hot <input type="checkbox"/> Cold	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Hot <input type="checkbox"/> Cold	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Hot <input type="checkbox"/> Cold	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Hot <input type="checkbox"/> Cold	<input type="checkbox"/> Yes <input type="checkbox"/> No	

\*For Off-Site Prep, please complete the following (**Attach a copy of health permit if Facility is not in Yuba County**). For prepackaged items, provide a copy of your Cottage Food Operator (CFO) Permit, Processed Food Registration (PFR), or Cannery License.

Name of Facility: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

\*If you have marked No, you are required to purchase all food/beverages the day of the event. No food shall be prepared or stored at home. Initials indicate that receipts will be provided during the inspection. \_\_\_\_\_

**C. HOT/COLD HOLDING EQUIPMENT**

Identify methods for maintaining food hot ( $\geq 135^{\circ}\text{F}$ ) or cold ( $\leq 45^{\circ}\text{F}$ ).

**Cold Holding Equipment (Check all that apply):**  Ice Chest  Mechanical Refrigerator  N/A  Other: \_\_\_\_\_

**At the end of each day, discard all potentially hazardous foods not held under mechanical refrigeration at or below 41°F.**

**Hot Holding Equipment (Check all that apply):**  Hot Holding Cabinet (Cambro)  Steam Table  Soup Warmer/Crock Pot

Chafing Dishes  Hot Dog Steamer/Roller  Electric Rice Cooker/Warmer  N/A  Other: \_\_\_\_\_

**At the end of each day, discard all hot held potentially hazardous foods. COOLING FOR NEXT DAY SERVICE IS NOT PERMITTED.**

How will food storage temperatures be monitored at the event?  Probe thermometer

Ambient thermometer  N/A

#### **D. SAMPLING**

Samples displayed for customer self-service shall be individually portioned in lidded containers. Samples may also be dispensed by employee to customer using single service wrappers or utensils. **Use of self-service communal bowls is not approved.**

Type of sampling:  Prepackaged samples  Dispensed samples  N/A, no sampling

#### **E. HAND WASHING FACILITIES**

For temporary food facilities with open food/beverage or sampling, a hand wash station is required **within the booth.**

Type of hand wash station:

Water containers (5-gallon supply) with hands free spigot  Plumbed sink

N/A, prepackaged foods only and no sampling

**Hand wash station shall provide for hands-free warm water flow, pump soap, single-use towels, and wastewater catch bucket.**

#### **F. SANITIZING SOLUTION**

Provide information about sanitizers to be used for utensil washing and/or to sanitize food contact surfaces.

Sanitizer:  100ppm Chlorine  200ppm Quaternary Ammonium  N/A, prepackaged foods only

**Ensure that appropriate sanitizer test strips are available at booth and used to test solution.**

#### **G. WASTE DISPOSAL**

All waste must be disposed of properly. Liquid waste may not be dumped onto the ground or into a storm drain.

Liquid waste removal provided by:

Booth operator  Event organizer  Sanitary sewer  Waste removal company

N/A, Prepackaged foods only

Address where liquid waste will be disposed of (if applicable): \_\_\_\_\_

#### **H. UTENSIL WASHING**

A utensil washing station is required **within the booth** for cleaning/sanitizing food preparation and serving utensils such as knives, tongs, scoops, spatulas, etc.

Indicate your method of utensil washing:

Three-step (wash/rinse/sanitize) utensil washing station using containers within booth. Containers must fit your largest utensil.

Three-step (wash/rinse/sanitize) plumbed utensil washing sink with hot (120°F) and cold running water under pressure.

No utensil washing station (Prepackaged food only).

No utensil washing station (Facility will operate for no more than 4 hours at a time with adequate supply of spare utensils).

### I. FOOD BOOTH CONSTRUCTION

**Option 1:** Booths with open food handling must be fully enclosed **on all 4 sides** (mesh screen, wood, or metal), have an approved floor (concrete, asphalt, tarp, or plywood), and overhead protection (pop-up tent). Fully enclosed booths may have two serving windows that are no larger than 18"x12" each, separated by at least 18 inches. Note: Mesh screening is a common wall material. Mesh screen service windows can be kept closed with Velcro or ties.

**Option 2:** Side walls are not required when all food is prepackaged or when the operation is limited to serving open food from approved food compartments such as a lidded chafing dish, covered crock pot, or enclosed display case. In these instances, food is usually prepared ahead of time. **Overhead protection is still required.** Note: When in doubt, email [environmentalhealth@co.yuba.ca.us](mailto:environmentalhealth@co.yuba.ca.us) to ask whether your specific operation requires full enclosure or just overhead protection.

Note: Approved flooring is not required for prepackaged foods only.

Select type:  Outdoor Booth (Pop-up tent)  Indoor booth  Mobile food truck

Floor Material: \_\_\_\_\_ Ceiling/Overhead Material: \_\_\_\_\_ 4-Sided Wall Material: \_\_\_\_\_

Method for closing service windows:  Velcro/ties  Glass/plexiglass  N/A  Other (specify): \_\_\_\_\_

### J. SKETCH OF BOOTH LAYOUT

A temporary food facility application must include a site plan of the booth to be constructed. Include location of equipment for cooking, hot/cold holding, hand washing, food/utensil storage, utensil washing, and trash.

Vendor Identification (must be clearly visible to customers at booth)

Concession/Booth Name (minimum 3-inch lettering): \_\_\_\_\_

City, State and Zip (minimum 1-inch lettering): \_\_\_\_\_

