



Arkansas Department of Health

APPLICATION TO OPERATE A TEMPORARY FOOD ESTABLISHMENT

A temporary retail food permit is valid up to 14 days in conjunction with a single event. Applications not submitted at least three (3) business days before the event may not allow sufficient time to review.

Permit will be sent to the email address provided.

TYPE or PRINT IN INK. Enter N/A where information does not apply. Leave NO BLANK SPACES.

FOOD ESTABLISHMENT INFORMATION		EVENT INFORMATION	
Business Name:		Event Name:	
Mailing Address:		Event Address:	
City/State/Zip:		Event City/State/Zip:	
Owner Name:		Event Organizer's Name:	
Phone:		Phone:	
Email:		Email:	
Type of Organization: For Profit ___ Non-Profit		Anticipated Attendance:	
		Dates of Event:	TO
TEMPORARY FOOD ESTABLISHMENT REQUIREMENTS			
Water Source:		Liquid Waste-	
Gallons of Water Available:		Method of Disposal:	
Method of providing hot water:		Frequency of Disposal:	
Warewashing (check all that apply) Three-basins of sufficient capacity to submerge largest utensil Chlorine or other approved sanitizer provided		Handwashing Facility Type (select one) Gravity-fed water with a spigot/bucket Self-contained portable sink Plumbed with hot and cold water under pressure	
Thermometers Probe thermometer available to check food cooking, cooling and holding temperatures		Handwashing Facility Supplies (check all that apply) Soap and single-use paper towels provided Waste receptacle provided Handwashing signage provided	

A temporary food establishment permit will not be valid unless this application meets all applicable requirements found in the Rules Pertaining to Retail Food Establishments as summarized in the Temporary Food Guidelines and the regulatory authority has approved the application. Non-compliance may result in the closure of the temporary food establishment.

Permit Fee: \$5.00 per day (Non-Profit Organizations are exempt from payment of the fee, but must submit to inspection.) Cash, Check, or Money Order ONLY!

Applicant Signature: _____
Date: _____

PLEASE MAKE CHECKS PAYABLE TO:
Arkansas Department of Health

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A document describing the methods used to prevent the entry of pests into the establishment and a menu of all available foods intended to be served from this facility must be provided with this application.

Sketch below the general layout of the Temporary Food Establishment indicating the location of the following:

1. Location of cooking and holding equipment.
2. Location of handwashing and utensil washing stations.
3. Location of trash disposal containers.
4. Location of work tables, food and single-service storage.

