

STEARNS COUNTY SPECIAL EVENT FOOD LICENSE APPLICATION

In order to receive a Special Event Food license from Stearns County, the "Person In Charge" of the food stand must complete the Stearns County online Special Event Food Safety Training



The Food Safety Training can be accessed at

http://stearns.inspirelcms.com/index.cfm?fuseaction=new_user_special

To follow is the Special Event Food License Application Form. *Please verify that it is complete and accurate prior to submission.*

Submit the signed application along with a \$55.00 license fee to:

Stearns County Environmental Services

Stearns County Service Center - 3301 County Road 138

Waite Park - MN - 56387

The application must be submitted at least two weeks prior to the event to assure time for issuance of approved licenses.

A license will not be issued for incomplete applications, which includes incomplete Food Safety Training by the person in charge listed on the application.



**STEARNS COUNTY
LICENSE APPLICATION
SPECIAL EVENT FOOD STAND**

Stearns County Environmental Services Department

Stearns County Service Center - 3301 County Road 138

Waite Park - MN - 56387

320-656-3613 or 1-800-450-0852 - Fax 320-656-6484 <http://co.stearns.mn.us/Environment>

FEE: \$55.00 - Up to 10 days per the calendar year

Business Identification

Establishment Name (DBA): _____

New Stand Licensed by Stearns County Previously Licensed by another MN Agency: _____

Owner Contact Information:

Owner First, Last Name: _____ Owner Phone: _____

Business Name Registered with Dept. of Revenue: _____

MN Tax ID: _____ - _____ FEIN (Tax ID): _____ - _____

Establishment Phone: _____ Email: _____

Address: _____ Unit or Suite #: _____ City: _____ State: _____

Zip: _____ County: _____ Township: _____ Parcel No: _____

Mailing address is same as physical address.

Business Mailing Address: (If different than the physical location address)

Persons Name: _____ Address: _____

Unit or Suite #: _____ City: _____ State: _____ Zip: _____

Please list all events planned in Stearns County (attach sheet if needed). If more than 10 days, call Environmental Health at 320-363-3613

<u>Event Name(s) Operation</u>	<u>Location(s)</u>	<u>Date(s) of Operation</u>	<u>Hours of</u>
1) _____	_____	_____	_____
2) _____	_____	_____	_____
3) _____	_____	_____	_____
4) _____	_____	_____	_____
5) _____	_____	_____	_____

Is your special event taking place at a school? Yes No

If yes, please have the school kitchen staff sign here if they are involved?

School Kitchen Staff _____ Date _____

*Ensure to provide an appropriately typed and sized Fire Extinguisher at the stand

*Ensure all meat is from an approved source, stamped USDA/MN Equal To

FOOD SAFETY

Whenever the food stand is operating there must be a person on duty who is familiar with and responsible for food safety. This is the Person In Charge (PIC).

- A. A Person in Charge must complete the Stearns County online Special Event Food Safety Training.

Name of Person in Charge who completed the training: _____

Stearns County Food Safety Training: http://stearns.inspirelcms.com/index.cfm?fuseaction=new_user_special

- B. Which type of thermometer will be used to check food temperatures during the event?

Digital Metal stem –must be able to calibrate onsite

- C. What equipment will be used to keep foods hot and cold when delivered to the food stand (refrigerated truck, mechanical refrigeration, coolers with ice, etc.)?

MN Food Code prohibits bare hand contact with Ready to Eat foods such as buns, wraps, chips, cookies, ice, lettuce, tomatoes, etc.

- D. How will you prevent bare hand contact with ready to eat foods? (check all that apply)

Gloves – **WASH HANDS FIRST** Utensils with handles – spoons, ladles Tongs

WATER / WASTE

Water used for washing hands, cooking, and cleaning dishes must come from a public well or municipal source. (Private well water cannot be used).

- A. Where will you obtain your water? _____

- B. What type of handwashing station will you have? What type of dishwashing station will you have?

Handwashing Station: Fully plumbed hand sink Rented: Portable handwashing station

Homemade station with – Water Container with a self-locking spigot for dispensing water onto both hands, waste bucket to catch water, soap, paper towels, and garbage container

Dish/Utensil Washing: Three compartment sink or Three containers large enough for washing, rinsing and sanitizing Dishwashing not done onsite, extra utensils and equipment available

SANITATION

- A. What kind of sanitizer will be used? Chlorine / unscented bleach Quaternary ammonia

Ensure test strips are onsite to test sanitizer strength. Do you have test strips? Yes No Will Purchase

- B. Where will wastewater be disposed of? _____

- C. Where will garbage be disposed of? _____

- D. How is your Food Stand protected from the weather? (check all that apply)

Canopy Sidewalls Enclosed Trailer Indoors

