

**2020 Application for Temporary Food Establishment Permit**

|                           |                        |      |                   |     |
|---------------------------|------------------------|------|-------------------|-----|
| <b>Business/Applicant</b> | Name of Business       |      | Business Website: |     |
|                           | Owner's Name           |      | Owner's Phone:    |     |
|                           | Owner's Address        | City | State             | Zip |
|                           | Business Email         |      | Business Fax:     |     |
| <b>Event</b>              | Name of Event          |      |                   |     |
|                           | Location of Event      |      |                   |     |
|                           | Date and Time of Event |      |                   |     |
|                           | Coordinator's Name     |      | Phone             |     |

**\*\*\* MECHANICAL REFRIGERATION REQUIRED \*\*\***

*(Please check all that apply)*

- Structure:             Tent                                     Trailer                                     Building  
Source of Water:     Public                                     Private well                             Transported  
Handwashing:       Hand sink                                 Dispensed soap                     Dispensed paper towels  
                                  Hands free spiggoted thermos with catch bucket  
Utensil Washing:    Extra utensils                             3 compartment sink                     3 Containers

Sanitizer type \_\_\_\_\_ Waste Water Disposal Method: \_\_\_\_\_

**\*\*\*List food items on reverse side\*\*\***

Application fees for Temporary Food Establishment Permits vary based on the length of the event as follows:

|                    |                        |                       |
|--------------------|------------------------|-----------------------|
| <b>1 Day: \$55</b> | <b>2-4 Days: \$115</b> | <b>5+ Days: \$160</b> |
|--------------------|------------------------|-----------------------|

*Not-for-profit, Non- PHF, Sampling Only - 50% off of permit fees*

*If **ONLY** alcohol is served (pre-package alcohol is exempt from fees)*

|                       |                          |                           |                           |
|-----------------------|--------------------------|---------------------------|---------------------------|
| <b>1 Vendor: \$25</b> | <b>2-4 Vendors: \$50</b> | <b>5-9 Vendors: \$100</b> | <b>10+ Vendors: \$150</b> |
|-----------------------|--------------------------|---------------------------|---------------------------|

Late fees will be accessed if application and fee is not received at least one week prior to the event.

“Temporary food” is defined as *up to 14 consecutive days at a fixed location in conjunction with a special event.*

***All items that will be served/sold except non-potentially hazardous pre-packaged food items require a food permit.***

|            |      |
|------------|------|
| Signature  | Date |
| Print Name |      |

***I AFFIRM THAT THE ABOVE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF***

Please Return this application and payment to: DeKalb County Health Department  
2550 N. Annie Glidden Rd.  
DeKalb, IL 60115  
Phone: 815-758-6673 Fax: 815-748-2485  
Email: food@dekalbcounty.org

**MENU ITEMS** (This is not a complete list)

**POS**- Prepared On Site    **LF**- Licensed Facility (Check all that Apply)

|   | POS | LF |   | POS | LF |
|---|-----|----|---|-----|----|
| All prepackaged foods<br>(Sandwiches, salads, fruit cups, cheese, etc.) |     |    | Samples only<br>(i.e., salsa, dips, baked goods, meat etc.) |     |    |
| Baked goods   |     |    | Lemonade shake-ups  |     |    |
| Bulk candy  |     |    | Milk  |     |    |
| Cooked corn on the cob  |     |    | Nacho cheese with dispenser                                 |     |    |
| Corn dogs   |     |    | Pancakes/waffles  |     |    |
| Cotton candy  |     |    | Peanuts/nuts  |     |    |
| Creamers (for coffee), milk, whipped topping                            |     |    | Pizza slices  |     |    |
| French fries, onion rings, mozzarella sticks, etc.                      |     |    | Popcorn/kettle corn   |     |    |
| Frozen drinks   |     |    | Pretzels  |     |    |
| Frozen meat (must provide broker's license)                             |     |    | Juices  |     |    |
| Funnel cakes  |     |    | Shakes/malts  |     |    |
| Hotdogs   |     |    | Smoothies   |     |    |
| Ice cream   |     |    | Snow cones/Italian ices                                     |     |    |
| All ready-to-eat meats/sandwiches                                       |     |    | Hot dogs  |     |    |
| Bratwurst, polish, sausage (pre-cooked or not)                          |     |    | Italian beef-commercially packaged                          |     |    |
| Chicken breasts or fish fillets for sandwiches                          |     |    | Onion blossoms  |     |    |
| Chili   |     |    | Potato pancakes   |     |    |
| Cut fruit, sliced cheese (prepared on-site)                             |     |    | Cheese curds  |     |    |
| Hamburgers  |     |    | Poultry   |     |    |
| BBQ beef/pork   |     |    | Ribs/Rib tips   |     |    |
| Egg rolls, tempura vegetables   |     |    | Seafood/sushi   |     |    |
| Gyros   |     |    | Tacos/burritos/tamales                                      |     |    |
| Meat roasts of all types  |     |    | Turkey/turkey legs  |     |    |

***Additional Items not listed above***

| MENU ITEM | PREPARED ON SITE | PREPARED AT A LICENSED FACILITY |
|-----------|------------------|---------------------------------|
|           |                  |                                 |
|           |                  |                                 |
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|                 |               |                  |                        |                |
|-----------------|---------------|------------------|------------------------|----------------|
| Office Use Only | Permit Number | Permit Fee<br>\$ | Approved by Accounting | Approved by EH |
|-----------------|---------------|------------------|------------------------|----------------|