

**2023 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:       | <input type="checkbox"/> Tent   | <input type="checkbox"/> Trailer            | <input type="checkbox"/> Building               |
| Source of Water: | <input type="checkbox"/> Public   | <input type="checkbox"/> Private well       | <input type="checkbox"/> Transported            |
| Handwashing:     | <input type="checkbox"/> Hand sink                                      | <input type="checkbox"/> Dispensed soap     | <input type="checkbox"/> Dispensed paper towels |
|                  | <input type="checkbox"/> Hands free spiggoted thermos with catch bucket |   |   |
| Utensil Washing: | <input type="checkbox"/> Extra utensils                                 | <input type="checkbox"/> 3 compartment sink | <input type="checkbox"/> 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: \$165</b>
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*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>
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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  
 Website: health.dekalbcounty.org  
 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 (Sandwiches, salads, fruit cups, cheese, etc.)			Samples only (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

Office Use Only	Permit Number	Permit Fee \$	Approved by Accounting	Approved by EH
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