DeKalb County Health Department
Prevent • Protect • Promote

2024 Application for Temporary Food Establishment Permit

Business/Applicant	Name of Business		Business Website	
	Owner's Name		Owner's Phone	
	Owner's Address	City	State	Zip
	Business Email		Business Fax	
Event	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:

1 Day: $55	2-4 Days: $115	5+ Days: $165

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

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

1 Vendor: $25	2-4 Vendors: $50	5-9 Vendors: $100	10+ Vendors: $150

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