



TEMPORARY RESTAURANT APPLICATION

THIS LICENSE CAN ONLY BE ISSUED IN CONJUNCTION WITH A TEMPORARY COMMUNITY EVENT
AT LEAST ONE PERSON WITH A FOOD HANDLER CARD MUST BE PRESENT AT ALL TIMES

Single Event License (up to 30 days)

Benevolent → Non-Profit Tax ID#: _____

For profit Out of County Mobile Unit: _____

Contiguous to facility (operating directly outside of your restaurant)

Seasonal License (up to 90 days | *see back page*)

Intermittent License
(up to 30 days - same menu & location | various events & oversight orgs)

Operational Review: included on file

Event Name:	Dates of Event:
Event Address:	Hours of Operation:
Event Organizer:	Organizer's Phone:
Food Booth Name:	Email:
Owner or Person in Charge of Booth:	Phone:
Mailing Address:	

All food must be prepared at the event or in a facility approved by the Health Department or the Department of Agriculture.

Where is food being purchased? Water Source: Public (city)
 Private (local well)

Where will dishwashing take place?

Name & Address of facility used for off-site food prep (if applicable)?

Do you have the following? (*see back page for details*)

Food thermometer Sanitizer test paper Temporary handwashing station Oregon Food Handler Card

<u>Menu</u> Food item <small><input type="checkbox"/> (prepackaged, shelf-stable snacks & drinks)</small>	How served		Made to order		Preparation		Temperature Control Method or Cooking Method (<i>grill, cooler, etc</i>)
	Hot	Cold	Yes	No	Off-site	On-site	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SPECIFIC PROBLEM(S) / REQUIRED CORRECTION(S) / COMMENTS

DO NOT WRITE IN THIS SPACE (rev 01/24)		License Expiration Date: _____	
FEE OF \$ _____	RECEIPT # _____	DATE _____	
OPERATOR _____	EHS _____	DATE _____	
<input type="checkbox"/> Phone Consultation (Benevolent)			

License Types:

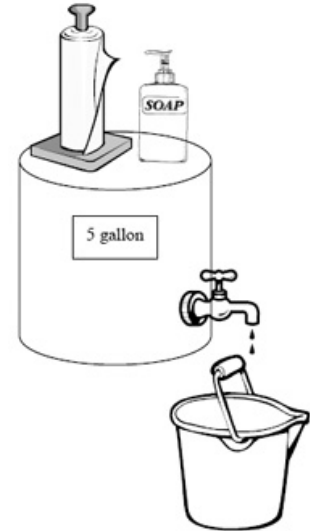
- **BENEVOLENT TEMPORARY RESTAURANT** - Non-profit organizations having a Tax-Exempt ID number (e.g.; churches, volunteer groups, little leagues.)
- **OUT OF COUNTY MOBILE UNIT** – A mobile unit currently licensed in the State of Oregon. A copy of your mobile unit license must be submitted or emailed with your application. Off-unit tables and display areas may be used to store/dispense non-potentially hazardous foods, beverages, condiments, and single-use utensils. Off-unit freezers may be used if they maintain foods in a frozen state (OAR 333-162-0036). If food preparation or assembly will take place off the unit, then a standard temporary restaurant license must be obtained.
- **INTERMITTENT LICENSE** – A temporary restaurant that will operate at one location in connection with multiple public gatherings/events that are arranged by different oversight organizations. The menu must remain the same.
- **SEASONAL LICENSE** - A temporary restaurant that will operate at one location in connection with one or multiple public gatherings/events that are arranged by the same oversight organization. The menu must remain the same.

LICENSE IS ONLY VALID FOR LOCATION/EVENT(S) FOR WHICH IT IS ISSUED.

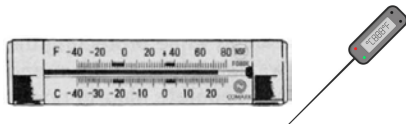
Home Prepared Food Is Not Allowed.

Handwashing Set Up

Set up the handwashing facility **FIRST!** This must be done before food preparation begins. Use a sink with warm running water or provide a 5-gallon container of warm water with a dispensing valve that provides a constant flow of water when opened (push button type not allowed). A container must be provided to catch the wastewater. Provide dispensed soap and paper towels. Wash hands for 15 to 20 seconds. Do not use cloth towels to dry hands.



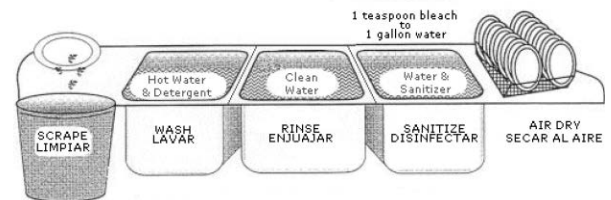
Thermometers



Probe thermometers are required to test food temperatures when holding food hot or cold or when cooking raw animal products. A small diameter probe is required to measure the temperature of thin foods, such as burgers and fish fillets. Refrigerator thermometers are required in all refrigerators or coolers.

Dishwashing

A commercial dishwasher, three-compartment sink or three buckets may be used to clean dishes/utensils. All equipment and utensils must be washed, rinsed and sanitized using a three step process: First, wash with hot soapy water. Second, rinse with hot water. Third, immerse in sanitizer (50-100 ppm for 10 seconds for chlorine bleach, 200-400 ppm for 30 seconds for quaternary ammonium) and air dry. Test strips are required to monitor sanitizer concentration.



FEES & SUBMITTALS

FEES ARE SUBJECT TO CHANGE ANNUALLY

FOR AN UPDATED FEE SCHEDULE, VISIT OUR WEBPAGE: <https://www.co.marion.or.us/HLT/PH/EHS/Pages/rules.aspx>

APPLICATION RECEIVED LESS THAN 5 BUSINESS DAYS PRIOR TO THE EVENT WILL BE CHARGED A LATE FEE

For Profit Late Fee = \$100

Benevolent Late Fee = [See Fee Schedule](#)

THIS APPLICATION MUST BE COMPLETED IN FULL AND SUBMITTED WITH FEE TO:

In-Person	By Mail	By Email	By Fax
Monday-Friday 8:30am-4:30pm 503-588-5346	Marion County Environmental Health 3160 Center Street NE Salem, OR 97301	EnvironmentalHealth@co.marion.or.us	FAX #: 503-566-2986

MAKE ALL CHECKS PAYABLE TO: MARION COUNTY ENVIRONMENTAL HEALTH

**OUR OFFICE IS UNABLE TO ACCEPT ONLINE OR OVER THE PHONE PAYMENTS AT THIS TIME
THERE IS A 2.65% SERVICE FEE FOR ALL DEBIT/CREDIT CARD PAYMENTS**