

APPLICATION TO OPERATE

A TEMPORARY FOOD SERVICE



Please deliver, fax, mail or email completed application to the local Health Protection Office **AT LEAST 14 DAYS PRIOR TO THE EVENT..** Incomplete or late applications may not be processed. Any questions; please contact your local Environmental Health Officer. (Visit <http://www.viha.ca/mho/contacts/hpes.htm> for office locations and contact information)


Name of Event:				Food Service Name:		
Location:				Date(s) and Time of Operation:		
Event Organizer:				Operator(s):		
Day Phone:		Cell Phone:		Day Phone:		
Fax:		eMail:		Cell Phone:		
Fax:		eMail:		eMail:		
Mailing Address:				Mailing Address:		
As Event Organizer , complete this portion of the Application and ensure that an Approval to Operate has been issued for each Applicant prior to the event date.				Other Information:		
Food Item (s)		Hot	Cold	Where Prepared	Preparer's Name	Cooking Method
How will food be protected and kept hot/cold while being transported prior to service?				What will be the source of your hot and cold running water?		
How will cold food be kept below 4 ° C (40 ° F) and/or hot food be kept above 60 °C (140 °F)?				What hand washing/ware washing facilities will be provided?		
How will food be served?				How will food preparation surfaces, utensils and equipment be cleaned and sanitized?		

Site/Equipment Layout Plan (Assign # ____ and show on Plan):	#	List of Facilities/Equipment	
<i>Sketch (or photograph) showing the location of all equipment, tables, counters, food storage areas, hand washing sinks, washrooms, garbage containers and any other relevant features.</i>			
<i>I certify the information enclosed to be true and accurate to the best of my knowledge. I understand that providing safe food to the Public is my responsibility and will follow all requirements to produce and provide food safely.</i>	<i>Operator Comments:</i> <hr/> <hr/> <hr/>		
Signature of Operator	Date		

Conditions of Approval:

1. All food must come from an approved source. All prepackaged food must be individually labeled with the name and address of the person who packaged it, or the place where it was packaged.
2. At all times during the event at least one food handler must be present who has a FOODSAFE Certificate (or equivalent).
3. A Food Safety Plan and a Sanitation Plan for the event must be available on-site during the event.
4. Food, utensils, and work surfaces must be protected from contamination at all times.
5. Food contact surfaces must be smooth, non-absorbent, and easily cleanable.
6. Hot food must be kept hot (60°C/140°F or hotter) and cold food kept cold (4°C/40°F or colder). Probe-style thermometers must be provided on site in order to monitor and record food temperatures.
7. Food handlers must practice good personal hygiene, wear clean garments, and refrain from smoking while within the food area.
8. A hand wash sink with hot potable/running water with liquid soap and paper towels is required for all concessions. Waste water must not discharge onto the ground or into a storm sewer, but must be disposed of into a sanitary sewer or waste holding vessel.
9. Covered, lined, garbage containers must be conveniently available.
10. Only food handlers are to dispense food items. No self-service is permitted with the exception of pre-packaged food (Self service condiments shall be either individually packaged items or dispensed for squeeze bottles or pump-type dispensers).
11. Only single service (i.e. disposable) dishes and cutlery are to be used unless otherwise approved.
12. No Animals permitted on site (excluding Guide dogs)

EHO Comments:



Approval to Operate

Event: _____

Date of Issuance: _____

Name of EHO: _____

Pickup Fax Mail eMail

Special event approvals are provided to food vendors operating less than 14 days in the calendar year (no fee required). If you operate more than 14 TOTAL days in a calendar year, a Permit to operate a foodservice establishment may be required. Full compliance with BC Food Premises Regulation and an annual Permit fee may apply to your operation.

THIS APPROVAL MUST BE DISPLAYED IN A CONSPICUOUS PLACE DURING THE EVENT