

Island County Health Department  
P. O. Box 5000 ☐ Coupeville, WA 98239-5000  
(360) 679-7350 ☐ 321-5111 ☐ 240-5564

## TEMPORARY FOOD SERVICE ESTABLISHMENT REQUIREMENTS

**If you are planning to have a public event involving food, you will need to obtain a temporary food permit. Permit applications can be obtained at the Island County Health Department or by phoning the numbers listed below.**

Examples of temporary food events are events that sell food to the public such as: pancake breakfasts, bake sales, and salmon bakes.

You do not need a permit if the event is being held at a restaurant or hall that has been issued an annual permit.

Remember, the temporary permit must be filed 7 days prior to the event to enable the department to review the planned menu to check for and eliminate any potential problems associated with foodborne illness.

The following list has information of requirements in addition to the permit. If you need more information about requirements, please contact : Sally Waters, R.S.,C.F.S.P. at 360-240-5564

	<b>Potentially Hazardous Foods Class 1</b>	<b>Bake Sale (Non-Hazardous Foods) Class 2</b>
Permits	Temporary permit is required.	Same as Class 1
Applications	Apply at least 7 working days prior to event.	Same as Class 1
Health Cards	Food workers should all have health cards. Required of at least one person who is present and in charge.	Same as Class 1
Category and Classification of Food Service	1 to 14 day events	Single-day bake sale, all foods non-potentially hazardous
Menu Approval	Required: Amount and type of food service and prep may be restricted based on facility. List menu on application form.	Required: Amount and type of food service is restricted. List menu on application form.
* Handwashing	A minimum of 2 gallons warm water in insulated container with spigot, soft soap, paper towels, and drain bucket.	Not required because all foods are pre-packaged.
Thermometers	Stem-type thermometer 0° to 220°F. Thermometers for all refrigeration units.	Same as Class 1
Refrigeration	Mechanical refrigeration or ice chests that are pre-chilled and capable of holding foods at 40°F. or less.	Same as Class 1
Cooking Equipment	If needed, capable of rapid heating. No steam tables or warmers, unit must be in the booth or roped off by a minimum of 4	Same as Class 1

	feet.	
Hot Holding Equipment	If needed, must be preheated and must maintain food above 140°F. Sterno is not allowed outside.	Same as Class 1
Food Contact Surfaces and Utensils	Must be cleanable and smooth. Containers for transport also need to be cleanable and smooth.	Same as Class 1
Wipe Cloths and Bleach	Wipe cloths must be in a bleach and water solution: 1 teaspoon bleach per gallon of water — solution to be changed hourly.	Not required
Dishwashing Facilities	Hot and cold water under pressure, at least a 3-compartment sink or an approved facility within 150' is required for unpackaged foods.	Not required
Employee Restrooms	Flush toilets and hand sink with hot and cold running water, soap and paper/approved towels. Sani-cans not acceptable. Facilities to be within a reasonable distance.	Not required
Approved Kitchen for Foods Prepared in Advance	If used: Kitchen facility must be under permit by the Health Department and approved for your use.	Not required
Booth or Structure	Required: Floors, walls, and a roof. No open food displays on the front counter if accessible to the public. Grass, dirt, wood chips, etc. are not acceptable.	Same as Class 1
Garbage Facilities	Adequate for all refuse, food debris, napkins, and wrappers.	Same as Class 1
Source of Food Items	Required: List places food was obtained from on permit application.	Same as Class 1
Serving Utensils	Only single-service items can be used.	Same as Class 1
Food and Equipment Protected from Public	Sneeze-guards, barriers, etc. used as needed.	Same as Class 1

\* Three-compartment sink, properly plumbed, may be required depending upon menu.