



Teton County Environmental Health
P.O. Box 937, 460 E Pearl Street
Jackson, Wyoming 83001
Ph. (307) 732-8490
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Sampling License Application

For this license, *sampling* is defined as offering free of charge, small, pre-packaged portions of foods and beverages to promote sales of a packaged product. Any person or group that gives away food items as samples must complete and submit an application 14 days prior to the event. The application fee is \$50.00, which is valid for fourteen (14) individual days within a consecutive three (3) month period for one event and is nonrefundable. Late applications are subject to late fees as defined below. Keep pages 1 to 2 for personal reference. Please Complete pages 3 to 4 and return to Teton County Environmental Health. Make checks payable to: TCHD (Teton County Health Department) and write a phone number on the check.

Requirements Checklist

Before the event:

- Complete your application and submit a \$50 fee to the Teton County Department of Health at least fourteen (14) days prior to the event. Late applications are subject to the following:
 - 14-8 days prior to the event: \$25
 - 7-2 days prior to the event: \$50
 - 1 day prior to the event: \$75
 - Day of event: \$100
- Determine your electrical needs. Verify with the event organizer that the necessary power will be available for your booth
- Determine if potable water is available at the site or provide prepackaged water from an approved source.
- Obtain a Basic Food Handler for at least one staff member that will be at the facility at all times, from an accredited source (ServSafe, for example). **Provide Certification upon submittal of this application.**

During the event, remember to bring:

- Your Sampling License.
- Cold and hot holding equipment, with thermometers to check equipment temperatures.
- Probe thermometer for checking food temperatures.
- A tent or canopy to provide overhead protection.
- Flooring such as asphalt, concrete, plywood, rubber mats, etc. to protect from environmental contamination. Cardboard is NOT an acceptable flooring.
- Three (3) walls to be hung during inclement weather.
- Racks or bins to store all food at least 6 inches off the ground and covering for food.
- Dispensers for condiments, such as pre-packaged, squeeze bottles or hinged lid containers.
- Handwash station with paper towels, hand soap, catch basin (See Diagram B).
- Separate containers to wash vegetables.
- Wash, rinse, and sanitizer basins that are large enough for the largest piece of equipment to be cleaned, with soap and approved sanitizer (See Diagram A), OR additional clean cooking utensils.
- Wiping cloths and sanitizer buckets with approved sanitizer. Sani-wipes can be used if they are NSF Certified.
- Approved sanitizer and test strips (usually Chlorine at 50-100 ppm). Test strips are available at local businesses or online.
- Garbage Can

Steps to Safe & Sanitary Food Service at Temporary Events

Booth: Design your booth with food safety in mind. The ideal booth will have an overhead covering, a level floor, and three (3) walls to hang during inclement weather.

Cold and Hot Storage: Foods that need refrigeration must be held at 41° F or less until ready to serve. Foods being hot held must be held at 135°F or more. Reheat precooked food rapidly to a minimum of 165°F. Check temperatures frequently.

Equipment: Equipment must be able to maintain proper temperatures as listed above.

Food Storage and Protection: Keep food 6 inches off the ground and covered to protect from insects and dust.

Cooking: An NSF approved food thermometer must be provided to check cooking temperatures of all food. Hamburgers and other ground beef should be cooked to 155°F; poultry to 165°F, whole pork, whole beef, and seafood to 145°F.

Dishwashing: Use disposable utensils for food service whenever possible. Wash equipment and utensils in a three-step process (See Diagram A).

Food Handling: Food employees must wash their hands before touching ready-to-eat food. Use single-use disposable gloves, tongs, or other tools to handle food.

Health and Hygiene: Only healthy workers may prepare and serve food. Anyone who is ill is not allowed in the food booth.

Handwashing: A hand washing station must be available at all times and easily accessible. It must have running water, or gravity flow such as a large urn full of water with a spigot that provides continuous flow without holding. Soap dispenser, paper towels, and a bucket to collect wastewater must also be provided (See Diagram B).

Ice: Ice used to cool cans and bottles cannot be used for human consumption. Ice used for drinks should be stored separately. Use a scoop with a handle to serve ice, never use hands or a cup.

Wiping Cloths: Store wiping cloths in a bucket of water/sanitizer solution that has a sanitizer concentration of 50-100 ppm chlorine or 200-400 ppm quat ammonia compound. Test strips must be provided to test the sanitizer concentration.

Source: All food must be purchased from a licensed wholesaler, grocery store or restaurant. All food must be prepared on site or in a licensed commercial kitchen and transported to the temporary food service location appropriately.

License: Visibly post your Temporary Food License, issued by the Teton County Health Department (TCHD).

Certified Food Handler: The facility must have at least one food employee that is a Certified Food Handler. The certificate must be provided upon inspection.

If you have any questions, call Teton County Environmental Health at 307-732-8490.

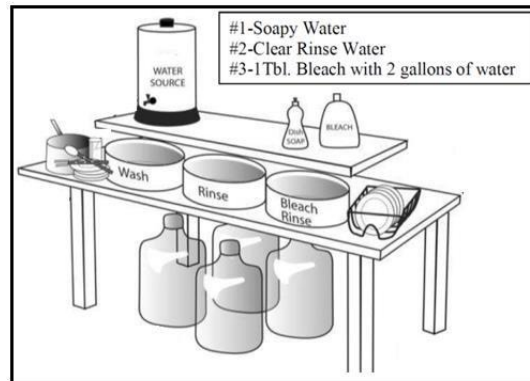


Diagram A

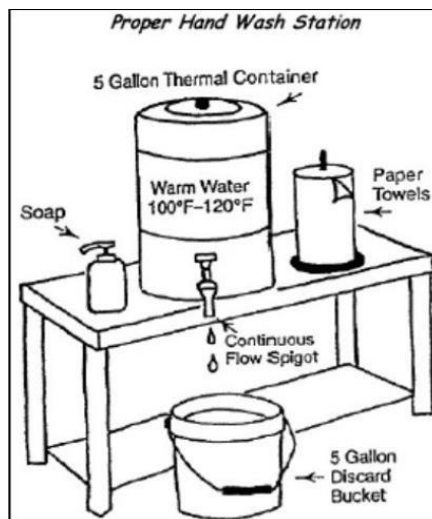


Diagram B

FOR OFFICE USE ONLY

Date Received: Initials: Type Paid: cc check cash

Date Approved: Initials: Amount Paid: For:

Temporary Facility Information

Name of Facility: _____

Name of Owner/Operator: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Person in Charge Phone #: _____ Cell #: _____ E-mail: _____

Event Information

Name of Event: _____

Event Dates: _____

Event Times: _____

Event Location: _____

Food Item(s) to be Sampled: _____

Second Event Information (If Applicable)

Name of Event: _____

Event Dates: _____

Event Times: _____

Event Location: _____

Food Item(s) to be Sampled: _____

- Are you cooking with combustible oils or animal fats?

Yes ☐ No ☐ N/A ☐

If yes: You need a Type K Extinguisher and noncombustible lid nearby

- Are you using a walled tent?

Yes ☐ No ☐ N/A ☐

If yes: You need a portable 2A: 10BC extinguisher nearby.

- Are you using LPG for fuel?

Yes ☐ No ☐ N/A ☐

If yes: The tank must be secured from falling and protected from hazards.

- Booth must be made of flame retardant materials.

Applicant Initials: _____

For more information please contact: erosenberger@tetoncountywy.gov

Date: _____

Menu and Procedure Review

Food Item	Source	Prepared on-site or off-site?	How food will be transported and sampled?
<i>Example: Goat Cheese</i>	<i>Costco</i>	<i>On-site</i>	<i>Food transported in a cooler held at $\leq 41^{\circ}\text{F}$. Samples cut at event and served individually in 2oz plastic cups.</i>

Temporary Food Booth / Establishment Design Drawing:

****Prior to receiving the initial license, pages 3 - 4 of this application MUST be completed with Food Handlers Certification attached.**

For additional events in the same calendar year only page 2 needs to be submitted with appropriate payment and late fees.**

I understand the license for which I am applying is non-transferable. It may be denied, suspended, or revoked for non-compliance or consecutive violations or the standards governing this activity, in accordance with Wyoming Food Drug and Cosmetic Safety Act. I have reviewed the temporary establishment guidelines and agree to abide by all established requirements for this activity.

Signature: _____ Date: _____