

Dear Farmers Market Temporary Food Service Vendor:

It is your responsibility to obtain a temporary license to serve or sell food at a farmer's market temporary event. You must submit the application, completed farmers market questionnaire, and license fee for your temporary license 48 hours before the event begins. You are also responsible for obtaining a separate license for each location at the event. The Farmers Market annual license is \$50.00. A license will be issued at the time of the event.

All vendors must follow the guidelines listed for operating a temporary food establishment. Food must be obtained from a licensed food establishment or processor. No home-prepared foods are allowed. Only grilling, hot holding, assembly and serving of product may occur on-site. Any food processing such as slicing, grating, thawing, chopping or mixing must occur at a licensed retail food establishment, in an approved event trailer or purchased already pre-made.

Please review the enclosed guidelines for operation at a temporary event and set-up accordingly. Lack of proper set-up can result in stand closure or other possible penalties. If you have further questions regarding temporary food service licensing, contact this department at (812) 379-1550.

Dear Temporary Food Service Vendor:

It is your responsibility to obtain a temporary license to serve food at a temporary event or festival. You must apply for and submit the license fee for your temporary license 48 hours before the event begins. You are also responsible for obtaining a separate license for each location at the event. The license is \$10.00 for the first day and \$10.00 for each additional day of operation. The additional days must be consecutive days of operation. A license will be issued at the time of the event.

All vendors must follow the guidelines listed for operating a temporary food establishment. Food must be obtained from a licensed food establishment or processor. No home-prepared foods are allowed. Only grilling, hot holding, assembly and serving of product may occur on-site. Any food processing such as slicing, grating, thawing, chopping or mixing must occur at a licensed retail food establishment, in an approved event trailer or purchased already pre-made.

Please review the enclosed guidelines for operation at a temporary event and set-up accordingly. Lack of proper set-up can result in stand closure or other possible penalties. If you have further questions regarding temporary food service licensing, contact this department at (812) 379-1550.

# FARMERS MARKET TEMPORARY FOOD ESTABLISHMENT QUESTIONNAIRE

NAME OF  
BUSINESS: \_\_\_\_\_

DATE OF EVENT: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

PERSON IN CHARGE OF TEMPORARY STAND: \_\_\_\_\_

This form must be completed and returned with the farmer's market temporary food establishment application for license. It is requested that application be submitted **48 hours** prior to the event. A separate application must be filled out for each stand selling food.

LIST TYPE OF FOOD BEING  
SERVED: \_\_\_\_\_

List expiration date and provide copies of license and permits issued by regulatory agencies, as required.

\_\_\_\_\_

If selling meat, name of processor and location of plant: \_\_\_\_\_

\_\_\_\_\_

Egg vendor license: \_\_\_\_\_

Manufactured grade milk/milk processors permit: \_\_\_\_\_

Indiana commercial feed license from the state chemist: \_\_\_\_\_

Only **healthy** workers are permitted to prepare and serve food. Anyone who shows symptoms of a disease – cramps, nausea, fever, vomiting, diarrhea, jaundice, etc. or who have open sores or infected cuts on the hands are **not allowed** in the food stand.

How will temperature control be provided during transportation of products?

\_\_\_\_\_

Hot foods brought to event **must be** maintained at 135 °F throughout event. Cold food may be heated on grill or in microwave only. Reheating foods on steam table or in crockpots is not acceptable.

A metal stem thermometer is **required** in all food stands with potentially hazardous foods. These foods must be held above 135 °F or below 41 °F. How will you provide temperature control in the temporary stand?

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If serving food, hand washing must be provided in the temporary stand or no more than **ten feet** from the stand. The minimum requirement for a hand washing station is a two-gallon thermal container holding warm water with a turn valve spigot, soap, paper towels, and a five-gallon discard container. (See enclosed hand-washing sheet)

Food Service Vendors must have access to potable water from an approved source for the duration of the event. From what source will you be obtaining water?

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Where will waste be disposed? \_\_\_\_\_

Where will garbage be disposed? \_\_\_\_\_

Where will grease be disposed? \_\_\_\_\_

If your stand is not setup on concrete or asphalt, what type of flooring will be provided? \_\_\_\_\_

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If serving food, all food must be protected from potential contamination by consumers and the environment. How will your food be protected? (E.g. plastic wrap, sneeze shields, dome lids, etc.)

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All food utensils, dishwares, paper goods, and supplies must be stored six inches off the ground. How will these items be stored during the event? \_\_\_\_\_

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If serving food, are utensils and ware washing facilities provided on-site? \_\_\_\_\_ if yes, describe facilities? \_\_\_\_\_

If no, where will utensil/ware washing occur? \_\_\_\_\_

**RETURN TO THE BARTHOLOMEW COUNTY HEALTH DEPARTMENT ALONG WITH THE ENCLOSED APPLICATION FOR TEMPORARY FOOD ESTABLISHMENT LICENSE 48 HOURS PRIOR TO THE EVENT.**

