Washington County Environmental Health Department
1302 Pennsylvania Avenue
Hagerstown, MD 21742

Requirements for Temporary Event Food Vendors

What is a temporary food service facility?

Special temporary food service facilities operate at a fixed location for a period of time not exceeding 14 consecutive days in conjunction with a single event, such as a fair, carnival, festivals, public exhibition, community projects, recreational facilities and similar public gatherings. Additionally, any advertisement in print, radio or online, will constitute the event as being "public."

All Temporary Food Service Facilities are required to comply with the Code of Maryland Regulations 10.15.03, a copy of which can be obtained online at http://dhmh.maryland.gov/washhealth/Documents/download-forms/2014MD_COMAR_101503.pdf.

Do I need a license?

- If you are preparing or selling food, giving away samples or handing out free food, you must obtain a license from the Washington County Health Department. Items that are exclusively of the commercially pre-packaged and non-potentially hazardous variety do not need a permit (sodas, store-bought or wrapped candy, etc.).

- You are required to obtain a food license for potentially hazardous and perishable foods containing milk or diary, meat, poultry, shellfish or seafood, fish, sliced fruit and vegetables, and any food items that require further processing or handling at the event.

- Your Food Permit must be conspicuously displayed within the food service food stand at all times.

How do I obtain a license?

- At least 7 days prior to the event, the food vendor must submit a completed application to our Office with the $25.00 fee. Non-profit groups must provide proof of tax-exempt status with EIN number.

- Applications may be obtained in person at the Environmental Health Department, 1302 Pennsylvania Avenue 2nd Floor, Hagerstown, MD 21742. Offices are open Monday through Friday from 8:00am until 4:30pm. Applications can also be downloaded from our website at dhmh.maryland.gov/washhealth/SitePages/environmental-health.aspx.

Can I prepare food at home and sell it at a special event?

- Only non-potentially hazardous baked goods may be prepared in advance in an unlicensed residential kitchen. Preparation and storage of food in a home kitchen is not allowed, unless the food items adhere to the updated Cottage Food Laws (see Cottage Food document posted online).

- All potentially hazardous foods prepared in advance of the event must be done at a licensed food facility, or your permit application will be denied and/or confiscated. All food products must be stored at a licensed location if purchased/picked-up in advance.

What are the critical temperatures for potentially hazardous foods?

- Adequate cold-holding equipment may include electric freezers, refrigerators, SPU units, electric chillers, etc. **Cold-holding equipment must be able to maintain product at 41° F or less**, and at 38° F or less for crustacean shellfish and vacuum-sealed products.
    - If products are stored on ice, the ice must be kept constantly drained and replaced with fresh ice to maintain proper temperatures.
    - Different types of products (meats, vegetables, cooked products) may not be stored in the same cooler (on ice) without adequate cross contamination control.
    - For multiple-day events, mechanical refrigeration is required to maintain products at a consistently safe temperature. The mechanical refrigeration must have a reliable power source.

- Adequate hot holding equipment includes crock pots, sternos, cambro units, chafing dishes, warming cabinets, etc. **Hot holding equipment must be able to maintain products at 135° F or greater**.
    - Hot holding equipment may not be used for cooking and reheating products.

- All potentially hazardous foods can be **cooked to an internal temperature of at least 165° F** for 15 seconds. Food items may also be cooked at a lower temperature but require longer cook times; please refer to the following chart:

FOOD	MINIMUM INTERNAL TEMPERATURE		HOLDING TIME AT SPECIFIED TEMPERATURE
	°F	°C	
Shell eggs. Fish, meat, and all other potentially hazardous foods not listed in this table.	145	63	15 seconds
Shell eggs not prepared for immediate service, ratites, comminuted fish and meats, game animals commercially-raised for food, and injected meats.	145	63	3 minutes
	150	66	1 minute
	155	68	15 seconds
	158	70	< 1 second
Whole roasts (beef, corned beef, pork and cured pork roasts such as ham). Holding time may include post oven heat rise. Minimum oven temperature for roasts greater than 10 pounds is 250°F for dry heat. For roasts less than 10 pounds, minimum oven temperatures are 350°F for dry heat and 325°F for convection ovens. Oven temperature may be 250°F or less for high humidity cooking (relative humidity greater that 90 percent for at least 1 hour or in a moisture impermeable bag that provides 100 percent humidity).	130	54.4	112 minutes
	131	55	89 minutes
	133	56.1	56 minutes
	135	57.2	36 minutes
	136	57.8	28 minutes
	138	58.9	18 minutes
	140	60	12 minutes
	142	61.1	8 minutes
	144	62.2	5 minutes
	145	62.8	4 minutes
	147	63.9	134 seconds
	151	66.1	54 seconds
	155	68.3	22 seconds
	158	70	None
Poultry; stuffed meat, pasta, or poultry, and exotic bird species; wild game animals; and stuffing containing fish, meat, or poultry. **Reheating chilled leftovers for 2nd day service.**	165	74	15 seconds
Raw foods of animal origin cooked in a microwave oven.	165	74	Hold for 2 min. after removing from microwave
Fruits and vegetables cooked for hot holding, ready-to-eat commercially-processed foods, and hot held items.	135	57	None

What do I need to operate a temporary food service facility?

- Food stand must be located on a clean and sanitary site. The ground surface should be impervious or covered with an easily-cleaned material. Temporary food service facilities may not be located on surfaces covered by mud, sewage, straw/hay or other contaminating materials.

- All food service equipment, preparation areas, service areas, dish washing areas, and food storage areas must be covered by overhead protection, such as a tent, canopy, or similar structure.
    - Appropriate pest control measures must be taken by the vendor to prevent contamination of the products and equipment at all times. Failure to maintain adequate pest control at any time will result in suspension of the operating license.
    - Pest control sprays may not be used in or around the food preparation areas at all.

- Adequate cooking equipment must be provided. Grills should have covers and must be composed of food grade materials. Ground cooking, such as campfires and coal pits, is prohibited.

- A stem thermometer with degree increments from 0° F to 200° F must be provided.

- Food and food equipment must be stored at least 6" off of the ground surface using shelves, crates, pallet risers or another approved method.

- Exposed food products must be covered, shielded, or stored away from general public access for sneeze protection. All food products and equipment must be stored in clean, sanitized containers.

- Bulk foods, ice, condiments and spices must be dispensed with tongs, ladles, or scoops with handles.

- Any thawing or cooling of food products must occur under temperature controlled conditions (in a cooler or approved refrigerator).

- Adequate garbage disposal containers with lids must be provided for all refuse.

- Water must be from a wholesome and potable source. Food service facilities may not use water delivered through unapproved supply hoses (garden-type hoses) or from frost free hydrants.

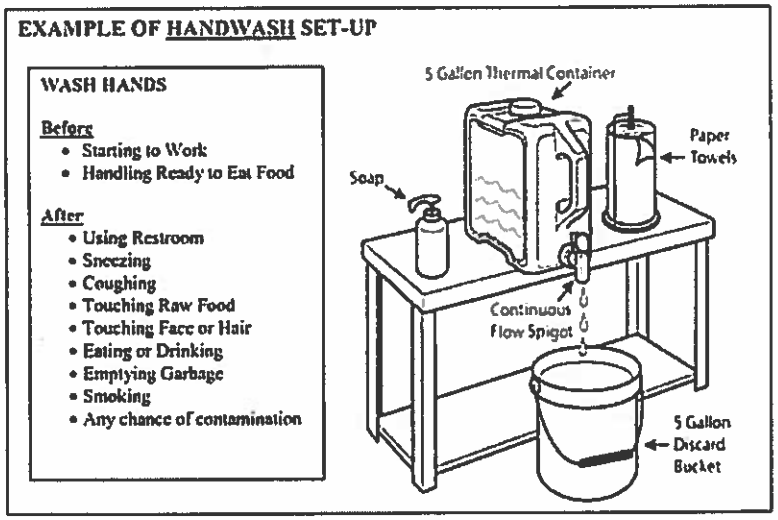
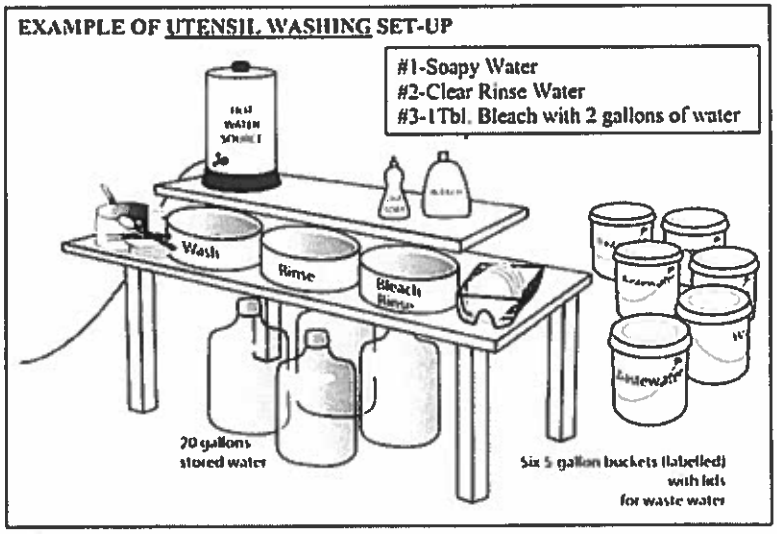
- Waste water must be disposed of properly, including water from the hand washing station and water from the utensil washing station. Please consult with your event coordinator for the location of the disposal site.

- Restroom facilities must be accessible and located within a reasonable distance during operation if you are providing seating (picnic tables, benches, chairs, etc) for your patrons.

- For after-dusk operation, shielded or shatter proof lighting must provide an adequate illumination of the food service facility.

- Food service workers must wear clean outer garments, have hair properly restrained with a hat or hair net, and wear disposable single-use gloves for handling ready-to-eat food items. Smoking, eating, and drinking in food service areas is prohibited.

- Food service workers must not be exhibiting symptoms of illness or infection. Individuals infected with or having symptoms of a communicable disease (cold, flu, etc.), or having open sores or cuts on their hands may not work in a food service facility. All individuals not related to food service operations must be excluded from the food preparation areas.

How do I wash my hands and keep my area clean?

- A hand washing station must be provided. (An example of a proper set-up has been included below)
  - At minimum, this includes a drink-type dispenser with a continuous running tap that can dispense hot water.
  - The water provided for hand washing must be at least 100° F (warm) and from a potable source. Soap, paper towels, and a catch bucket for waste water must also be provided.
  - **Please note that hand sanitizer is not an acceptable substitution** for a hand washing station.
- A 3-compartment sink or set-up must be provided for utensil and equipment washing.
  - This may consist of three clean and sanitary basins large enough to accommodate the largest pan/utensil to be cleaned.
  - The wash bin must be filled with hot, potable, soapy water and warm potable water must be provided for the rinse and sanitize bins. T
  - The station must include dish washing soap, sanitizer, and the appropriate sanitizer test strips. (An example of a proper set-up has been included below)
- **An approved chemical sanitizer must be on-site and set-up for each event.**
  - Unscented chlorine bleach may be used at a concentration of 50-100ppm.
  - Quaternary ammonia products may also be used at a concentration of 200-400ppm.
  - Appropriate sanitizer test strips must be obtained to check concentration levels.
- Counter surfaces must be washed thoroughly with soapy water, rinsed, and wiped with a sanitizer of appropriate concentration prior to beginning operation, and during changes in tasks to prevent cross contamination. Food service utensils, cutting boards, and slicers must be cleaned and sanitized when soiled, between preparing different types of products, and every 2 hours during operation.
- Wiping cloths must be stored in a sanitizer solution of appropriate concentration. Solution must be changed when the sanitizer concentration is too low or becomes heavily soiled.