

# Permit Application Temporary & Seasonal Food Facilities



**Mail to:**  
 Allegheny County Health Department  
 Food Safety Program  
 2121 Noblestown Road, Suite 210  
 Pittsburgh, PA 15205

**Phone:** (412) 578-8044  
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**NEW!** Complete your checklist and payment online by visiting:  
<https://bit.ly/ACHD-Temp-Permits>



<b>INSTRUCTIONS:</b> Complete all sections of this application. Please print clearly. If any section of the checklist is not applicable, mark "N/A" in the question box.			
<b>Make check/MO payable to:</b> Treasurer of Allegheny County <b>Temporary Permit: \$50</b> (for events or festivals lasting 14 days or less) <b>Seasonal Permit: \$82</b> (for farmer's markets or other seasonal events lasting more than 14 days)			
NAME OF EVENT:			
LOCATION OF EVENT:			MUNICIPALITY:
DATES OF EVENT/ OPERATIONAL HOURS:			
NAME OF STAND/FACILITY:			NUMBER OF STANDS:
STAND/FACILITY OWNER:		CONTACT:	
MAILING ADDRESS:			
PHONE NUMBER:		E-MAIL:	

## MENU AND PREPARATION

Please list menu items:

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Will any food preparation be done off-site for the event?  Yes  No  
 If yes, where will the food be prepared? (Submit copy of permit, registration, or license)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

## POWER SUPPLY

Will electricity be available?  Yes  No    Provided by event?  Yes  No    Generator?  Yes  No

**Note:** A plan should be in place in case power is disrupted. Lack of power can result in immediate closure.

## WATER & DISPOSAL

Source of water? \_\_\_\_\_ Water disposal location? \_\_\_\_\_

Water storage type during event? \_\_\_\_\_ Heating source? \_\_\_\_\_

**Note:** Minimum of 10 gallons must be available at each stand. Water should be in a closed container and dispensed from a spout. The supply for drinking purposes should be dedicated for "drinking only." Lack of water can result in immediate closure.

## CONTAMINATION PREVENTION

What materials will be used for overhead protection? \_\_\_\_\_

What type of ground cover will be utilized within your stand? \_\_\_\_\_

**Note:** Sufficient coverage must be provided for the entire food prep, display and storage area. Plans should be made for walls in the event there is inclement weather, and to minimize dust, spray, etc.

How will foods be protected from contamination by the public? (check all that apply)

Sneeze guards       Covers       Other, specify \_\_\_\_\_

## TEMPERATURE CONTROL OF FOODS

How will food temperatures be maintained during transport to the event? \_\_\_\_\_

List proposed cooking equipment:

List proposed equipment to hold foods hot (check all that apply):

Steam table       Chafing dish / Sterno fuel       Roaster       Grill

Other, please specify: \_\_\_\_\_

List proposed equipment to hold foods cold during storage, preparation, and display (check all that apply):

Refrigerator       Ice chest       Refrigerated Truck

Other, specify: \_\_\_\_\_

**Note:** Ensure all refrigeration is pre-chilled to  $\leq 41^{\circ}\text{F}$  prior to use

## CLEANING AND SANITIZING

Equipment for cleaning and sanitizing utensils and food-contact surfaces?

Three compartment Sink       Three Large Containers       Other, specify \_\_\_\_\_

Sanitizer Type?  Quaternary Ammonium Compound       Chlorine

Other, specify: \_\_\_\_\_

**HANDWASHING**

How will you wash your hands?

- Water dispensing unit with soap/ paper towels and collection container
- Self-contained hand washing station
- Liquid/Gel-Style Hand Sanitizer (Only approved for pre-packaged foods)

**GARBAGE/REFUSE**

How will you store garbage? \_\_\_\_\_ Responsible for Disposal? \_\_\_\_\_