

2019 RAGBRAI – Vendor Requirements

ADLM Counties Environmental Public Health Agency will be doing the Food inspections for Davis County RAGBRAI.

ADLM Counties Environmental Public Health Agency was formed in July of 1996 by the four Counties of Appanoose, Davis, Lucas and Monroe. This Agency is a four-county coalition for Environmental Services under a 28E Agreement. The ADLM Counties Commission is comprised of one elected official from the Board of Supervisors in each county.

ADLM Counties Environmental Public Health Agency is responsible for administering and enforcing the Iowa Food Code ([Iowa Code Chapter 137F](#)) by conducting food safety inspections at food establishments (grocery stores, restaurants, convenience stores, mobile food units, farmers markets, vending, home bakeries, hotel/motels and food stands). The purpose of the Iowa Food Code is to "safeguard the public health and provide to consumers, food that is safe, unadulterated and honestly prepared." The Food Code is based upon food safety recommendations developed by the Food and Drug Administration (FDA), in consultation with representatives from the food industry and regulators, and focuses on public health and the prevention of foodborne illness.

Temporary license applications may be downloaded from our website at adlmenv.com by individuals interested in operating a food stand in Appanoose County under the jurisdiction of the ADLM Counties Environmental Public Health Agency: **Please view the [Temp Food](#) tab and [RAGBRAI](#) tab for additional information on our website.**

In addition to Food Safety Inspections ADLM also does:

- Teaching ServSafe Manager courses.
- Field design and layout of private on-site wastewater treatment and disposal systems and inspections
- Certified Pool and Spa Operator/Inspectors
- Tanning Facility Inspectors
- Tattoo Establishment Inspectors
- Nuisance Inspectors
- Healthy Homes Certified
- Well Water Testing
- Well Drilling & Abandonment, Well Plugging/Reconstruction
- Sell Radon Test Kits
- Manage Iconium facilities
- Give out information on Environmental issues (Mold, Bed Bugs, Landlord/Tenant etc.)

LICENSE REQUIREMENTS: FOR-PROFIT VENDORS

When is a Temporary Food license needed?

- Operating OFF the premises of your licensed food establishment, or

- Serving, selling, or providing unpackaged food or beverages (including alcoholic beverages) to the public.

Examples- tacos, burgers, lemonade, keg beer, mixed drinks, BBQ, pie by the slice, etc., or

- Serving, selling, or providing commercially prepared pre-packaged food or beverage that requires temperature control for safety.

Examples- ice cream bars, bottles/cartons of milk, containers of yogurt, etc., or

- Serving, selling, or providing cut fruits that require temperature control for safety.

Examples- cut watermelon, cantaloupe, and honeydew melons.

What food can be served in a licensed Temporary Food Stand?

- Menu items that are listed on the Temporary Food License application and approved prior to the event may be served in a Temporary Food Stand.

- All food must come from a licensed and approved source.
- Ingredients for menu items must be obtained from a licensed and approved source such as a grocery store, a federal or state inspected meat locker, or the food stand owner's licensed food establishment, food processing plant, or licensed mobile food unit.
- Menu items may be prepared in the food stand owner's licensed restaurant, food processing plant, or mobile food unit and appropriately transported to the food stand for service.
- Menu items may be prepared within the licensed temporary food stand the day of the event. No food maybe prepared prior to the event unless it is done so in the food stand owner's licensed food establishment, food processing plant, or mobile food unit and noted on the license application.

When is a Temporary Food license not needed?

- When operating on the premises (*premises= the physical facility, its contents, and the contiguous land or property under the control of the permit holder*) of your licensed food establishment and serving food or beverages from your establishment that are within the scope of your business (normal menu or a menu pre-approved by the Regulatory Authority), or
- Serving, selling, or providing commercially prepared pre-packaged food or beverage that does not require temperature control for safety.

Examples- bottled sodas, packaged candy, packaged chips, packaged granola bars, etc. that are purchased from a store or food purveyor or prepared, packaged, and labeled for retail sale in your licensed food establishment or food processing plant, or

- Serving, selling, or providing whole, uncut fruits and vegetables, or
- When operating within, and meeting all requirements of your licensed Mobile Food Unit.

LICENSE REQUIREMENTS: NON-PROFIT ORGANIZATIONS

When is a Temporary Food license needed?

- When operating a food or beverage stand OFF the premises regularly used by your Non-profit organization and serving or providing:
 - o Unpackaged food or beverages (including alcoholic beverages) to the public.

Examples- tacos, burgers, lemonade, keg beer, BBQ, pie by the slice, etc., or

- Commercially prepared pre-packaged food or beverage that requires temperature control for safety.

Examples- ice cream bars, bottles/cartons of milk, containers of yogurt, etc., or

- Cut fruits that require temperature control for safety.

Examples- cut watermelon, cantaloupe, and honeydew melons.

What food can be served in a licensed food stand?

- Menu items that are listed on the Temporary Food License application and approved prior to the event may be served in a Temporary Food Stand.
- All food must come from a licensed and approved source. o A non-profit organization's premise is not considered an approved source unless it is licensed as a food establishment or a food processing plant. If the organization does not have a licensed food establishment, food processing plant, or mobile food unit- then all preparation must be done the day of the event within the licensed temporary food stand.

Menus must be adjusted to accommodate production needs.

- Ingredients for menu items must be obtained from a licensed and approved source such as a grocery store, a federal or state inspected meat locker, or the food stand owner's licensed food establishment, food processing plant, or licensed mobile food unit.
- Menu items may be prepared in the organization's licensed restaurant, food processing plant, or mobile food unit and appropriately transported to the food stand for service.
- Menu items may be prepared within the licensed temporary food stand the day of the event. No food may be prepared prior to the event unless it is done so in the food stand owner's licensed food establishment, food processing plant, or mobile food unit and noted on the license application.
- Non-profit organizations may serve packaged or unpackaged foods that do not require temperature control from any source. **Example-** baked goods and fruit pies made by organization members.
- Pies that require temperature control for safety, such as cream pies, custard pies, meat pies must be prepared in or purchased from a licensed food establishment or food processing plant (receipts must be provided). These types of pies may only be cut within the licensed temporary food stand or in a licensed food establishment, food processing plant, or mobile food unit.

When is a Non-Profit Organization exempt from licensing requirements?

1. When serving, selling, or providing food or beverages on the premises (**premises= the physical facility, its contents, and the contiguous land or property under the control of the organization**) regularly used by the non-profit organization for one day per calendar week, or
2. Twice per calendar year a non-profit organization may serve food to the public up to 3 consecutive days from their regularly used premises, or
3. Twice per calendar year a non-profit organization may use the premises of another non-profit organization for one day (each time) to serve food, or
4. When operating off the premises regularly used by the non-profit organization serving, selling, or providing only pre-packaged food or beverage that does not require temperature control for safety. **Examples-** bottled sodas, packaged candy, packaged chips, packaged granola bars, etc. that are purchased from a store or food purveyor, or
5. When operating off the premises regularly used by the non-profit organization serving, selling, or providing pre-packaged food that does not require temperature control for safety that is prepared and packaged by non-profit organization members or family members.

Examples- Brownies, cookies, fruit pie, etc. *These foods may be prepared in any clean sanitary location and must be served in labeled packages containing the name and address of the person making the food and the common name of the food.

6. When serving, selling, or providing whole, uncut fruits and vegetables

What food may be served when a non-profit organization meets licensing exemptions 1-3?

Any food or beverage that is prepared and served safely can be provided by a non-profit organization who meets the licensing exemptions 1-3 above.

****Food Vendors are responsible for applying for and obtaining their license. (City organizers do not issue food licenses to sell food- only permits to operate in the city.)***

- No online payment service is available. License applications must be mailed to the appropriate Regulatory Authority and must be received in enough time to ensure that licenses can be emailed or mailed back to the vendor prior to the event.

The applicants should submit their license application and corresponding fee(s) to ADLM at the address below:

*ADLM Counties
Environmental Public Health
12307 Highway 5, P.O. Box 399
Moravia, IA 52571*

We understand this is a lot of information to digest so please note that we are available for questions during normal business hours 8am – noon and 1pm – 4:30pm Monday – Friday. Please call us with any questions at (641) 724-3511.

**Dianna Daly-Husted, CP-FS, HHS
Environmental Public Health Director**