

Adams County Health Department

Public Health
Prevent. Promote. Protect.

Environmental Health &
Emergency Preparedness

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TEMPORARY FOODSERVICE REQUIREMENTS

The application and fee must be received at least 5 days prior to the event or the license may not be issued.

License fees are non-refundable.

Fee: Profit License: \$38.00 per day

Non-Profit: \$19.00 per day

INSTRUCTIONS: Please read each requirement carefully. Your license will be issued to you after an inspection of your facility is conducted to verify compliance at the event.

FOOD SOURCE:

All food must be prepared at the event or:
In a licensed food service operation
No home cooked foods allowed

FOOD TEMPERATURE:

All foods subject to spoilage must be kept:
Below 41°F or lower
Above 135°F
Have probe thermometer available to determine these temperatures
Use disposable gloves, utensils, wax paper, aluminum foil or plastic wrap when handling ready to eat foods.
Hair restraints or hats must be worn when preparing food.
Condiments must be provided in individual packets, pumps or squeeze type containers.
No smoking or chewing tobacco in food prep/serving areas.
Use of pesticides is prohibited during preparation and serving hours.

FOOD AND UTENSIL STORAGE:

Store all food products and utensils at least six (6) inches off the ground and protect them from dust and insects, etc. (Please keep all food products covered.)
Utensils must be either washed-rinsed-sanitized between uses or stored in foods.

Together We Care!

FOOD PROTECTION:

Foods on display for sale must be kept covered.
A sneeze guard is recommended for any self-service or display items.

HANDWASHING:

Provide hand washing facilities with soap and disposable towels.
An insulated spigot style cooler is acceptable with soap, paper towels, and a catch basin to collect water.

CLEANING AND SANITIZING PROCEDURES:

Proper cleaning of utensils and equipment is wash, rinse, and sanitize in three separate compartments. Three separate plastic dish tubs may be used. (Unscented bleach may be used as a sanitizer.)

Two (2) tablespoons of bleach per gallon of water is acceptable (concentration of 200 ppm).

Sanitizer test strips need to be used to check sanitizer concentration.

Dishes must be air-dried.

REFUGE STORAGE AND COLLECTION:

Trash must be stored in durable, cleanable receptacles with tight fitting lids.

WATER SUPPLY:

Water must be from an approved source: county water or an approved well.

WASTEWATER:

Shall be stored in a holding tank or discharged in sanitary sewer.

Gray water may not be dumped on the ground or run into a storm sewer.

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Application for a License to Conduct a Temporary: (check only one)

Instructions:

- Food Service Operation
 Retail Food Establishment

1. Complete the applicable section. (Make any corrections if necessary.)
2. Sign and date the application.
3. Make a check or money order payable to:
4. Return check and signed application to:

Adams County Health Department
 923 Sunrise Ave
 West Union Ohio 45693

Before license application can be processed the application must be completed and the indicated fee submitted. Failure to complete this application and remit the proper fee will result in not issuing a license. This action is governed by Chapter 3717 of the Ohio Revised Code.

Name of temporary food facility		
Location of event		
Address of event		
City		State ZIP
Start date	End date	Operation time(s)
Name of license holder		Phone number
Address of license holder		
City		State ZIP
List all foods being served/sold		

I hereby certify that I am the license holder, or the authorized representative, of the temporary food service operation or temporary retail food establishment indicated above:

Signature	Date

Licensors to complete below

Valid date(s)	License fee:

Application approved for license as required by Chapter 3717 of the Ohio Revised Code.

By	Date
Audit no.	License no.

TEMPORARY FOOD SERVICE OPERATION APPLICATION

Organization Name: _____

Organization Address: _____

Name of Person in Charge of Food: _____

Address: _____

Telephone number: (Home) _____ **Work/cell:** _____

Name and Date of Event: _____

Day and Time of Setup: _____

When will you be ready for an inspection? (Date and Time) _____

Date and location of where the food will be prepared (if not on site): _____

List all foods and beverages you plan to sell: All foods served must be able to be made on site or commercially purchased. Please indicate next to each food item an (MO) for made on sit or a (P) for purchased.

_____	_____	_____
_____	_____	_____
_____	_____	_____

How will you keep foods hot (above 135 ° F)? _____

How will you keep foods cold (below 41° F)? _____

How will employees wash their hands ? _____

Is this event inside or outside? _____

How will you keep the food covered? _____

What type of equipment will you use at the sale site for preparation of food items? _____

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How will you keep the work area and food prep area clean and sanitized? _____

Where will you wash and sanitize your utensils? _____

Draw a floor plan/layout of the operation as close to scale as possible. Please make sure to include: any cooking equipment, any hot/cold storage equipment, hand wash and/utensil wash stations.

I certify that the above information is true to the best of my knowledge and that if there are additions or deletions in the information provided, I will contact the Adams County Health Department (937) 544-5547 prior to operation.

Signature/Date

Cottage Food Production Operation

What is a Cottage Food Production Operation?

A "Cottage Food Production Operation" is defined in Chapter 3715 of the Ohio Revised Code to mean a person who, *in the person's home*, produces food items that are not potentially hazardous foods, including bakery products, jams, jellies, candy, fruit butter, and similar products specified in the rule. These foods must be labeled properly or they will be considered misbranded or adulterated.

"Home" means the primary residence occupied by the residence's owner, on the condition that the residence contains only one stove or oven used for cooking, which may be a double oven, designed for common residence usage and not for commercial usage, and that the stove or oven be operated in an ordinary kitchen within the residence.

What Foods are Permitted to be Manufactured for Sale or Distribution by a Cottage Food Production Operation?

Bakery products (such as cookies, breads, brownies, cakes, pies, etc.); candy (including no-bake cookies, chocolate covered pretzels or similar chocolate covered non-perishable items); jams; jellies and fruit butter as defined in Chapter 3715 of the Ohio Revised Code.

The new cottage food rule has expanded allowable products to include: granola, granola bars, granola bars dipped in candy; popcorn, flavored popcorn, kettle corn, popcorn balls, caramel corn; unfilled baked donuts; waffle cones; pizzelles; dry cereal and nut snack mixes with seasonings; roasted coffee, whole beans or ground; dry baking mixes in a jar, including cookie mix in a jar; dry herbs and herb blends; dry seasoning blends; and dry tea blends.

What Foods are Not Allowed to be Manufactured for Sale or Distribution by a Cottage Food Production Operation?

A "Cottage Food Production Operation" is not permitted to process acidified foods, low-acid canned foods, potentially hazardous foods or non-potentially hazardous foods not listed above. *Low acid food* means any food with a finished equilibrium pH greater than 4.6 and a water activity greater than 0.85. *Acidified food* means a low acid food to which acids or acid foods are added (Ex. Beans, cucumbers, cabbage, puddings, etc.). *Potentially hazardous food* means it requires temperature control because it is in a form capable of supporting the rapid and progressive growth of infectious or toxigenic microorganisms (Ex. Raw or cooked animal products, cooked vegetables, garlic in oil, cheese cakes, pumpkin pies, custard pies, cream pies, etc.).

What are the Requirements for the Labeling of Cottage Food Products?

A "Cottage Food Production Operation" is required to label all of their food products and include the following information on the label of each unit of food product offered or distributed for sale:

1. The name and address of the business of the "Cottage Food Production Operation";
2. The name of the food product;
3. The ingredients of the food product, in descending order of predominance by weight;
4. The net weight or net volume of the food product;
5. The following statement in ten-point type: "*This Product is Home Produced.*"

Note: If a nutritional claim is made (i.e. low fat, salt free, etc.) federal labeling requirements must be met. Specific food labeling information is available at the ODA web site: <http://www.agri.ohio.gov/divs/FoodSafety>

Allergen labeling must be followed as specified in the federal labeling requirements.

What Does the Statement "This Product is Home Produced" Mean?

The statement means that the food product was produced in a private home that is not subject to inspection by a food regulatory authority.

Where may Cottage Food Production Operations Sell Their Food Products?

Cottage Food Products may only be sold in Ohio. Cottage Food Products that are properly identified and labeled may be sold directly to the consumer from the site where the products are produced; sold through grocery stores, farm markets, farmers markets; and sold and/or used in preparing food in a restaurant.


Does A Cottage Food Production Operation Need to Acquire a License to Process and Package Food Products?


No. A "Cottage Food Production Operation" is exempt from inspection and licensing by the Ohio Department of Agriculture. However, all food products, including those produced and packaged by "Cottage Food Production Operations", are subject to food sampling conducted by the Ohio Department of Agriculture to determine if a food product is misbranded or adulterated.

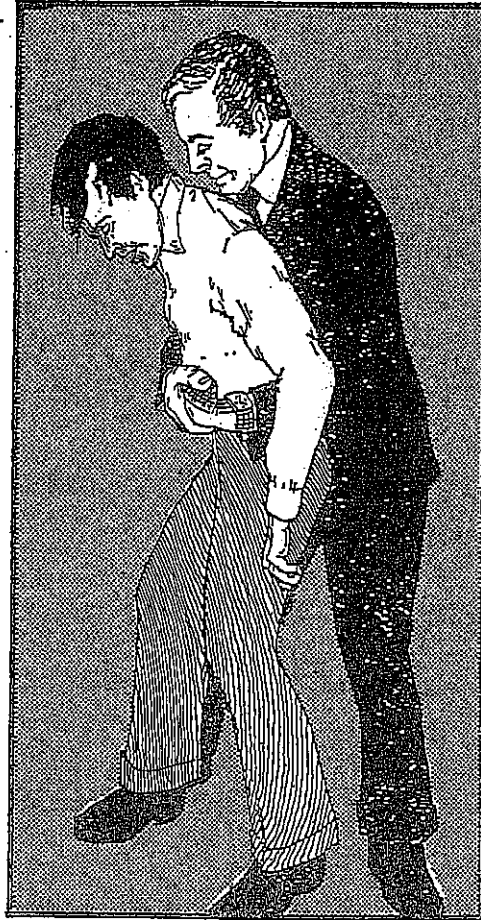
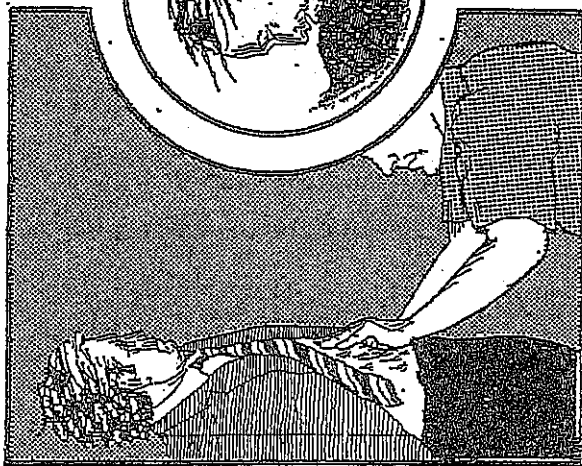
Questions? Contact ODA Division of Food Safety: 1-800-282-1955 Ext 4366; Email: foodsafety@agri.ohio.gov

FOR FIRST AID FOOD CHOKING

VICTIM 1  CAN NOT SPEAK OR BREATHE

2  TURNS BLUE

3  COLLAPSES



RESCUER MUST ACT QUICKLY . . . VICTIM WILL DIE IN 4 MINUTES

Victim - Lying Face Up

- Kneel astride victim, face to face
- With one of your hands on top of the other, place heel of bottom hand on victim's abdomen below rib cage, slightly above navel
- With a quick upward thrust, press forcefully into victim's abdomen
- Repeat several times if necessary

*At the heart of it all -
a healthier Ohio.*

Ohio Department of Health

Victim - Standing or Sitting

- Stand behind victim and wrap your arms around victim's waist
- Place fist thumb-side in against victim's abdomen below rib cage, slightly above navel.
- Grasp your fist with other hand
- Press your fist forcefully with quick upward thrust into victim's abdomen
- Repeat several times if necessary

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