



**NASSAU COUNTY DEPARTMENT OF HEALTH
TEMPORARY FOOD SERVICE
VENDOR PERMIT APPLICATION**



**SUBMIT AT LEAST 3 FULL BUSINESS DAYS PRIOR TO
EVENT TO:**

OFFICE OF FOOD PROTECTION / TEMPORARY EVENTS

**NASSAU COUNTY HEALTH DEPARTMENT
200 COUNTY SEAT DRIVE
MINEOLA, NY 11501
Phone: 516-227-9717 Fax: 516-227-9559**

INSTRUCTIONS:

- Complete both sides of Vendor Temporary Food Service Application.
- Sign back of application certifying information provided.
- Submit with Fee made payable to Nassau County Department of Health by CERTIFIED CHECK OR MONEY ORDER NO LESS THAN 3 FULL BUSINESS DAYS PRIOR TO EVENT.

FOR OFFICE USE ONLY:

DATE RECEIVED:

REVIEWED BY:

**NON-REFUNDABLE
FEE:**

TERRITORY:

PERMIT #:

OPERATION ID #

RISK:

Circle One

HIGH

MEDIUM

LOW

Any Vendor Food Service application received less than 3 days prior to event will be charged a \$100 Late Fee.

**EVENT
NAME:**

**EVENT
SPONSOR:**

**EVENT
LOCATION:**

EVENT DATE(S):

EVENT TIME(S):

**RAIN
DATE(S):**

BUSINESS NAME (D/B/A):

BUSINESS PHONE #:

**NAME OF CORPORATION/ORGANIZATION
or INDIVIDUAL OWNER:**

OWNER'S STREET ADDRESS:

CITY or VILLAGE:

STATE:

ZIP CODE:

**PRESIDENT/
SENIOR PRINCIPAL:**

**EMERGENCY CONTACT
PHONE #:**

CONTACT NAME:

CONTACT CELL #

CONTACT EMAIL:

**NEW YORK STATE EXEMPT ORGANIZATIONS MUST SUBMIT A COPY OF THE CERTIFICATE
DOCUMENTING THEIR EXEMPT STATUS FOR VENDOR
PERMIT FEE TO BE WAIVED.**

PLEASE ENTER #: EX NY

PLEASE COMPLETE AND SIGN REVERSE SIDE OF APPLICATION.

**NASSAU COUNTY DEPARTMENT OF HEALTH
TEMPORARY FOOD SERVICE VENDOR PERMIT APPLICATION**

Instructions: Please answer all questions. Enter "N/A" if the question is not applicable.

List all foods to be served: _____

Where will the food be prepared? (No home prepared foods): _____

How will foods be transported? (e.g. cambro, cooler, etc.) _____

Do you have a frozen dessert machine (additional \$25 fee required)? _____

Will you serve shellfish? List: _____ Source? _____

(PROPER SHELLFISH TAGS ARE REQUIRED AT SITE.)

How are foods kept cold? _____

How are foods kept hot? _____

How are foods reheated? _____

What is your water source? _____

What is your ice source? _____

You must provide the means for handwashing. At a minimum you must have a five-gallon urn or beverage dispenser, with a continuous flow spigot, filled with warm water. Hand soap, disposable towels, and a waste water bucket are to be provided.

OFFICIAL USE ONLY:

☐ MENU REVIEW COMPLETED

☐ EQUIPMENT REVIEW COMPLETED

Reviewed by:

Date:

SPECIAL CONDITIONS: _____

I hereby apply to operate a temporary food service at a permitted event pursuant to the provisions of the Nassau County Public Health Ordinance, the Sanitary Code of the State of New York and the Public Health Law of the State of New York.

I understand that the permit is NOT TRANSFERRABLE.

I, the undersigned, hereby affirm and attest, under the penalty of perjury, that the information given in this Application has been examined by me is true and correct. False statements shall be subject to civil and criminal prosecution and penalties as provided by law.

Print Applicant's Name:

Title:

Signature:

Date:



NASSAU COUNTY DEPARTMENT OF HEALTH

**Division of Environmental Health Fee Schedule
For TEMPORARY EVENTS**
Effective March 1, 2017

Special Event Sponsor Permit

Type	Fee
Sponsor Permit	\$ 100
Late Fee**	\$ 100

Temporary Food Service Vendor Permit

Type	Fee
Non-Hazardous for Single Day Event	\$ 85
Non-Hazardous for Multi-Day Event	\$150
Existing permitted Food Service Establishment – Outside Storefront*	\$150
Tasting or Pre-Packaged Food Sampling for Single Day Event	\$ 35
Tasting or Pre-Packaged Food Sampling for Multi-Day Event	\$ 60
Potentially Hazardous Single Day Event	\$ 215
Potentially Hazardous Multi-Day Event	\$ 400
Late Fee**	\$ 100

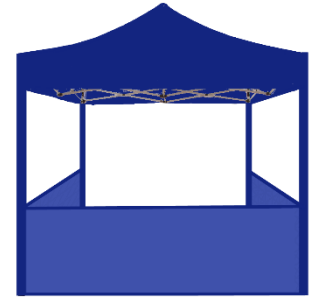
NOTE: ***ALL TEMPORARY FOOD SERVICE VENDORS THAT WILL HAVE A FROZEN DESSERT MACHINE MUST PAY AN ADDITIONAL \$25.00 FEE AS REQUIRED BY NEW YORK STATE LAW (New York State Sanitary Code 14-2.2(a))***

- * Existing Licensed Facility's stand must be within 25 feet of storefront.
- ** Temporary Event Applications for Sponsors must be received 30 days prior to event. Temporary Food Service Permit Applications for Vendors must be received in our office at least three (3) full business days prior to event. Payment must be by money order or certified check only.

TEMPORARY FOOD SERVICE NOTICE OF REQUIREMENTS FOR TEMPORARY FOOD VENDING

Each food concession **MUST** meet the following **MINIMUM REQUIREMENTS**:

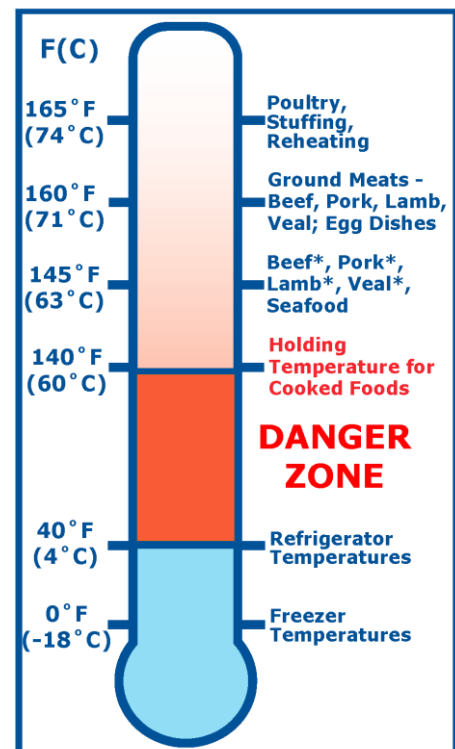
1. Temporary food stands must have a valid permit from the Nassau County Department of Health to operate.
2. All foods (including ice) must be obtained from approved sources and prepared at the booth the day of the event OR in a permitted food establishment. Receipts for food must be provided upon request. **Home-prepared foods are prohibited.**
3. Food stands must have at least three [3] sides and a roof to protect all areas of the operation (roof is not required if booth is indoors).



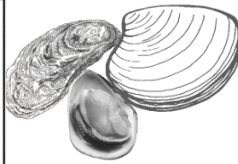
4. A hand wash station is required at each booth. The minimum requirement for hand washing is a five [5] gallon beverage dispenser with a continuous flow spigot, supplied with warm water, hand soap and disposable towels. You must provide a waste bucket for the water. *Hand sanitizer is not a substitute for hand washing.*

5. Each food stand shall provide an adequately sized closed container for wastewater collection and removal. Wastewater from each food stand shall be disposed of in a sanitary manner, approved by this Department and at a location to be provided by the sponsoring organization. *Wastewater may NOT be discharged onto the ground.*

6. All foods are to be cooked and/or reheated to the minimum temperatures as outlined on the chart:
7. Cold Holding: If applicable, each food stand must provide adequate equipment to maintain all potentially hazardous foods at a temperature below 45°F during cold holding. Foods (including packaged items) may not come into contact with water or undrained ice. If kept in an ice chest, ensure that the ice drains into an acceptable container.
8. Hot Holding: If applicable, each food stand must provide adequate equipment to maintain all potentially hazardous foods at a temperature at or above 140°F during hot holding. This includes those foods held in storage or in reserve.
9. Each vendor shall provide an accurate stem or product thermometer to monitor the temperatures of potentially hazardous foods.



DEALER NAME	CERT. NO.
Dealer Address	
City, State Zip Code	
ORIGINAL SHIPPER'S CERT. NO. IF OTHER THAN ABOVE	
HARVEST DATE	
HARVEST LOCATION	
TYPE OF SHELLFISH	
QUANTITY OF SHELLFISH	
THIS TAG IS REQUIRED TO BE ATTACHED UNTIL CONTAINER IS EMPTY AND THEREAFTER KEPT ON FILE FOR 90 DAYS.	



10. If you are serving shellfish (clams, mussels, and oysters), they must be obtained from a purveyor who can supply you with completed shellfish tags. These tags must be kept with the shellfish in your booth. You must save these tags for at least 90 days after the event.

11. All foods and single-service wares must be protected at all times from contamination and exposure to the public (covers, sneeze guards, etc.)
12. All food preparation and food service personnel must prevent bare-hand contact with ready-to-eat foods by wearing disposable gloves or using suitable utensils.
13. Single-service wares are to be used at all times, unless the operator has the means to adequately wash, rinse, and sanitize items on site. Any non-disposable equipment, such as utensils or cutting boards are to be cleaned and sanitized regularly. Wiping cloths must be kept clean and stored in a container of sanitizing solution. Test strips are to be available to test sanitizer concentration (Chlorine = 100 ppm; Quaternary ammonium = 200-400 ppm).
14. Foods must be stored at least 6 inches off the ground to avoid contamination.
15. All food handlers must be free from illness, boils, sores, and cuts.
16. All food preparation and service personnel must wear at least a clean apron over street clothes.
17. The food booth and its immediate vicinity is to be kept free of trash. Garbage containers are to be provided.
18. Sufficient artificial lighting should be provided if the ambient light is inadequate.
19. Floors in food preparation and service areas are to be concrete, asphalt, wood or other cleanable material. Where stands are on dirt, gravel, or sand (and graded to drain), the operator may use platforms or duckboards.
20. Convenient and adequate toilet facilities must be available (within 200 ft of food stand).
21. Each operator is to maintain their food service operation in a clean and sanitary manner.



All temporary food service establishments shall meet or exceed the above minimum requirements prior to operation and by no means, be limited to the above requirements, but shall meet the requirements of the Nassau County Public Health Ordinance, the New York State Sanitary Code, the Public Health Law of the State of New York and any other related laws.

Failure to meet and/or maintain the above minimum requirements may result in the denial or suspension of your service food establishment permit and any other further action(s) the Health Department may deem necessary. Continued or willful violations may be punishable under the Penal Law of the State of New York.