



Ventura County Environmental Health Division
 800 S. Victoria Ave., Ventura 93009-1730
 TELEPHONE: 805-654-2813 FAX: 805-654-2480
 Internet Web Site Address: www.vcrma.org/divisions/environmental-health
 See Instructions/Fee Schedule on website for current fee.

FOR OFFICE USE ONLY	
Rcd By	_____
Date	_____
Amt Rcd	_____
Check #	_____
TE #	_____
FA #	_____
BO#	_____
P/E	_____
Submitted 30 days before event	_____
Verified by	_____

TEMPORARY FOOD FACILITY TYPE 1 OPERATOR (TFF-1) APPLICATION
 FOR OPEN AND/OR POTENTIALLY HAZARDOUS FOOD, INCLUDING OPEN SAMPLING
 Application must be submitted by the Event Organizer at least 30 days before the event.

Facility Name (Vendor): _____
 Manager/Owner/Operator: _____ Attended TFF Class: Y N
 Event Name: _____
 Event Location: _____ Event Organizer: _____
 Operating Dates/Times: _____ Time TFF will be ready for inspection: _____
 TFF Mailing Address: _____ City: _____ Zip: _____
 Telephone: _____ Fax: _____ E-mail: _____
 TFF Onsite Contact(s): _____ Cell Phone(s): _____

FEES

Consult Instructions/Fee Schedule on Environmental Health Division (EHD) website for current fee. Attach appropriate documentation.

Number of days operating: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> Season (Attach Schedule)	Fee Due (Subtract waiver if applicable): \$ _____
<input type="checkbox"/> Series (Attach Schedule) <input type="checkbox"/> Annual (Required for events at a Certified Farmers Market)	
<input type="checkbox"/> For Profit (Attach Fee) <input type="checkbox"/> Veteran (Attach Proof of Honorable Discharge, ie: DD214) <input type="checkbox"/> Non-Profit Charitable (Attach Proof) <input type="checkbox"/> Ventura EHD TFF Food Handler Certificate attached. ** TFF Certified person must be present during hours of operation. **	

FOOD OPERATION TYPE

Prepackaged PHF (Potentially Hazardous Food) Food Preparation/Service Prepackaged with sampling
 Have you participated in a previous community event in Ventura County? Yes No

PART A: FOOD TO BE SOLD OR SERVED AT THE EVENT

Food preparation shall be completed either in the temporary food facility after permit inspection or at a permitted/EHD approved food facility.

List all food offered from the TFF. Specify "prepackaged" or "open."

FOOD PREPARATION/STORAGE AT OTHER LOCATION AND TRANSPORTATION

All food preparation or storage must be in a permitted or EHD approved facility. Identify any facility where advance preparation (or food storage) will take place. A letter from the permit-holder must be submitted for food preparation at a permitted food facility.

Will food be prepared in advance? Yes No Will food be stored in advance? Yes No
 Name of Facility: _____ Phone Number: _____
 Address of Facility: _____ Copy of permit attached.
 Method of food temperature control used during transportation: _____

* Except for Cottage Food Operations, the use of a private home for food preparation and/or storage is prohibited.

SAMPLING

If handling prepackaged food, will you offer samples? Yes No Prepackaged samples Open samples

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

Describe method of sampling

PART B: HOT/COLD HOLDING EQUIPMENT

Identify methods of maintaining food hot or cold during hours of operation.

Cold Holding: Mechanical Refrigerator Ice Chest Cold Table N/A
 Other: _____

At the end of each operating day, discard or destroy all potentially hazardous food that was not held in a refrigerator holding at or below 41°F.

Hot Holding: Steam Table Chafing Dishes Soup Warmer/Crock Pot
 N/A Hot Holding Cabinet Hot Dog Roller Grill Electric Rice Cooker/Warmer
 Other (Specify): _____

At the end of each operating day, discard or destroy all potentially hazardous food that was held at or above 135°F.

How will food temperatures be monitored at the event? Probe thermometer Ambient thermometer

PART C: EQUIPMENT/UTENSILS USED

Will multi-use utensils (knives, scoops, spatulas, bowls, etc.) be used inside the booth for food preparation? Y N

UTENSIL WASHING SINK REQUIREMENTS

3-Compartment Utensil Washing Sink with two integral drainboards and hot (120°F) and cold running water under pressure provided by:

- Event Organizer (skip remainder of section)
- TFF Operator (complete information below, including sanitizer information)
- Prepackaged food only: No 3-compartment sink required.

Provide 3-Compartment Utensil Sink Information.

- Water tank size: _____ gallons
- Connected to drinking water supply with backflow prevention device (provide verification of source)
- Wastewater Tank Size: _____ gallons
- Source of potable water: _____

Liquid Waste Removal Provided by: TFF Operator Waste Tank Size: _____ gallons

Event Organizer City of _____ Waste Removal Company

Provide Address of location where liquid waste will be disposed of: _____

SANITIZING SOLUTION

Provide information about the type of sanitizer to be used in 3-compartment sink and/or to sanitize surfaces.

Sanitizer type: Chlorine Quaternary Ammonium Other: _____

****Ensure that appropriate test strips are available at TFF and used to test solution.****

HAND WASHING FACILITIES

Hand Washing Facilities with minimum 5 gallons potable, warm water and 7.5 gallons waste capacity tanks provided within booth:

- Permanent, plumbed sink Gravity hand washing set-up Prepackaged food only. No hand washing required.
- Portable sink with water/waste tanks and heater for 100°F water (Required at events more than 3 days long)

NOTE: Gravity hand wash is not approved for events lasting more than 3 days, including events at Certified Farmers Markets

PART D: FOOD BOOTH CONSTRUCTION

Food preparation and service booths must have 4 sides, a cleanable floor (eg: asphalt, concrete, tarp, plywood) and overhead protection. The booth may have serving windows that are no larger than 216 square inches each, separated by at least 18 inches. Prepackaged food booths require cleanable floor or grass, and overhead protection. If food booth is located on dirt, approved flooring is required. Plastic tarp is not approved flooring for TFF dispensing beverages. Food and utensils must be 6" above ground.

Floor Material: _____ Wall Material: _____

Ceiling Material: _____ Size of Pass-through Windows: _____

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

PART E: CERTIFICATION

I have completed the application to the best of my ability. I understand that I may be asked to provide additional information in order for the application to be approved and that the information provided is considered part of the application.

I understand that failure to meet the conditions identified in this application or failure to comply with requirements set forth in the California Health and Safety Code may result in the disposal of food, suspension of permit, and/or citation.





I understand that once the application is submitted the application fee is non-refundable. I also understand that if I submit the application with a missing or expired TFF training certificate OR if the TFF certified person is not present during hours of operation, no fee waiver will be given and full fee is due.

Application completed by:

Print Name: _____ Signature: _____ Telephone: _____

PART F: SKETCH OF BOOTH LAYOUT

Include location of cooking equipment, hand washing facilities, food and utensil/equipment storage, utensil washing facilities, outside condiment storage and open-air BBQ (if applicable), and trash.

Example Legend	
	Gravity hand washing
	Hand washing sink
	3-compartment sink
	Trash

Be sure to identify each item you draw.