

# City of Wimberley

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Wimberley, Texas 78676  
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[www.cityofwimberley.com](http://www.cityofwimberley.com)

Special Food Vendor Food Application  
Environmental Health Department

Permit No. \_\_\_\_\_

Date: \_\_\_\_\_

### HOME-MADE PRODUCTS MUST FOLLOW STATE COTTAGE FOOD REGULATIONS (PERMITS ARE NON-TRANSFERABLE)

**NOTE:** This application must be filled out completely. Incomplete applications will **NOT** be accepted. Applications for a permit to operate do not guarantee that a permit will be granted. Permit approval is based upon the establishment or mobile food unit's compliance with state and local health requirements.

Please check one:

- Special Event/ Market Days \$25.00 (per day, per event)  Market Days \$100.00 (Vendors Only, valid for 10mos) BOOTH # \_\_\_\_\_
- Seasonal \$75.00 (valid for 6mos)  Roadside Vendor \$25.00 (per day, per event)

Name of "Special Event/Occasion" \_\_\_\_\_ Event Date(s): \_\_\_\_\_

Address/Location: \_\_\_\_\_

Description of food items to be sold: \_\_\_\_\_

DBA: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Driver's License/ID #: \_\_\_\_\_ State: \_\_\_\_\_ Expiration: \_\_\_\_\_

Residence Address: \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone # \_\_\_\_\_

Mailing Address \_\_\_\_\_  
(If different from above)

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

\*Name of Central Preparation Facility: \_\_\_\_\_ Phone # \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

**Required** (Please attach valid copies of the following):

- Copy of State Approved Food Handlers Certification
- \*Copy of Permit from a Central Preparation Facility (commercial kitchen) is required.  
(No homemade products are allowed by State Regulations)
- Copy of State Manufacturers or State Mobile Food Vendor Permit (if applicable)

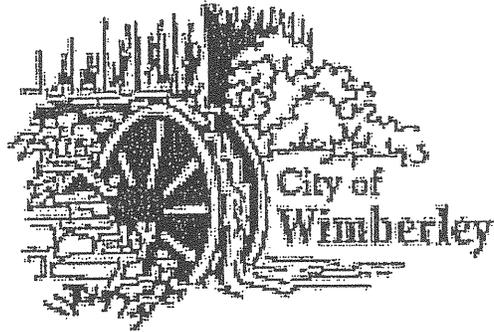
**Applicant(s):** \_\_\_\_\_ **Date:** \_\_\_\_\_

### FOR OFFICE USE ONLY

PERMIT:

- Approved as submitted  Permit has been denied **FEES \$** \_\_\_\_\_
- Incomplete (applicant to submit additional documentation)

X \_\_\_\_\_ **Date:** \_\_\_\_\_  
Health Inspector Signature



**FOOD SERVICE  
GUIDELINES  
FOR SPECIAL EVENTS**

**THE OFFICE OF THE CITY OF WIMBERLEY  
ENVIRONMENTAL HEALTH INSPECTOR  
221 STILLWATER  
WIMBERLEY, TEXAS 78676  
512.847.0025**

## SAFE FOOD HANDLING GUIDELINES FOOD PREPERATION/DISPLAY

- ♦ Store, prepare and serve all food at a Health Department approved site or at a licensed and approved commissary. **NEVER AT HOME.**
- ♦ Maintain potentially hazardous food - Hot at 140° F or above  
- Cold at 41° F or below
- ♦ Food in transit must be protected from contamination and must meet the temperature requirements noted above.
- ♦ Note: This will require sufficient equipment necessary to cook and maintain required temperatures for all perishable foods (e.g. steam tables, chafing dishes, refrigerators, coolers)
- ♦ Keep raw meats, fish, and poultry below cooked foods.
- ♦ Provide a food thermometer (metal dial stem type 0-220° F)
- ♦ Protect displayed **unpackaged food** from possible contamination
  - display a sample serving and serve customer plates/servings from a rear table
  - use an approved **sneeze guard** or cover open food
  - display any uncovered food platters at least 12 inches from the front table edge
- ♦ Use **tongs**, disposable plastic gloves, single use tissues, or an approved hand sanitizer when handling food.
- ♦ Provide a **utensil-washing sink** or setup for multiple use serving utensils.  
Provide smooth, easy to clean, non-absorbent food preparation surfaces such as commercial cutting boards made of hard, white plastic where food is prepared.
- ♦ Ice used for cooling food may not be used for human consumption. Ice should be obtained from approved sources, and no home-prepared product should be offered.
- ♦ Store all foods at least 6 inches off the ground (except for large or bulky food containers.)

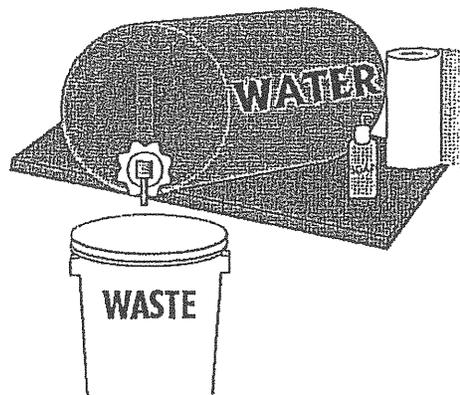
### FOOD HANDLERS

- ♦ Do not work if you are **ill** with any infectious disease, or have symptoms such as incessant coughing/sneezing/nasal discharge.
- ♦ Provide easy access to handwashing facilities (single use soap and towels) in each food booth or food preparation area before handling food.
- ♦ **Wash your hands** before starting food preparation, after visiting the restroom, smoking, eating, drinking, and at the beginning of your shift.
- ♦ Wear clean outer garments/aprons and restrain hair with hats/scarves.
- ♦ Do not smoke, eat or drink in food areas.
- ♦ Maintain a list of food handlers involved in the event including telephone number and address.

## HAND-WASHING AND UTENSIL-WASHING REQUIREMENTS FOR TEMPORARY FOOD FACILITIES

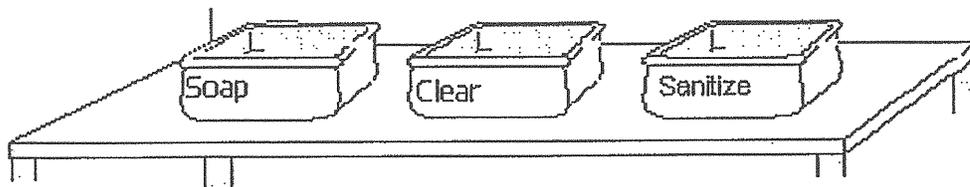
**Hand-Washing Facilities** - Handwash facilities with water, soap and individual disposable towels should be provided for employee handwashing. The handwash facility may consist of a container of water with a spigot and catch pan. When food exposure is limited and handwash facilities are not available, the regulatory authority may permit the use of chemically treated towelettes for handwashing.

Suitable containers, such as the Reliance Hideaway-Spigot Water Carrier, are available at discount departments stores and outdoor stores.



**Utensil-Washing Facilities**- Booths with food preparation require three 5-gallon containers for the cleaning of equipment, utensils and for general cleaning purposes. One shall contain soapy water, one with clear water, and the other a bleach/water solution (100 PPM), a quaternary ammonia solution (200 PPM), or iodophor solution (25 PPM).

**NOTE:** Additional facilities, such as a sink with running water, may be required where there is extensive food preparation, or where water, power, and sewer connections are available. Alternative manual warewashing equipment, such as receptacles that substitute for the compartments of a multi-compartment sink, may be used when there are special cleaning needs or constraints and the regulatory authority has approved the use of alternative equipment.



## POTENTIAL PROBLEMS AT SPECIAL EVENTS

### UNSAFE TEMPERATURES (highly perishable/ potentially hazardous food)

- ♦ Rented Equipment (can be improperly operated; for example, a pastry display refrigerator)
- ♦ Improper Thawing (sitting boxes of frozen meat outside the rear of the booth in the sun, for example)
- ♦ Chaffing Dishes (sterno can blow out on a windy day. Full booth enclosures should minimize this.)
- ♦ Electrical Access (At some events individual food booths must order and pay for electrical access. Some booths do not order an adequate quantity causing the fuse to blow. This sometimes results in several adjoining booths losing their electricity. The electricity usually powers mechanical refrigerators and electric food warmers.)
- ♦ Refrigerated Trucks (Trucks can be found at improper temperatures- over 41° F. Food Vendors might neglect to throw the switch on the truck to change the power source to the portable generator. On other occasions a truck operator might turn off the truck in response to a noise complaint.)

### FOOD CONTAMINATION

#### *EXAMPLES:*

- ♦ Bulk bags of Ice (stored directly on the ground, sidewalk or street can result in chemical or microbial cross contamination. Was there a dog on the grass before the bag of ice was dropped there? Was there motor oil on the street?)
- ♦ Outside Food Preparation (chopping/cutting/ mixing etc. outside the rear or side of the booth)  
Only food awaiting immediate barbecuing is allowed outside.
- ♦ BBQ Grills (must be secured off to prevent contamination of the food by the public and to protect the public from being accidentally burned.)
- ♦ Displayed Food (must be protected from the public coughing, sneezing, etc. onto the food and from contamination by dust or insects. Sneeze guards, display cases or full front fine screen enclosures with pass through windows are solutions.)
- ♦ Fresh Produce (must be properly pre-washed or washed on site before use)

## TEMPORARY FOOD FACILITY CHECKLIST

During the event, the Health Department will check for the following requirements:

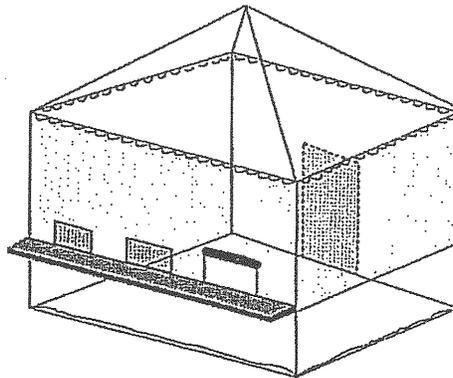
### I. Food Booth Construction

The booth must have a ceiling and a floor. Ceilings should be made of wood, metal, waterproof canvas, or plastic that protects the interior of the establishment from the weather, windblown dust, birds, and debris. Outer openings should protect against entry of insects and rodents.

Booths operating on grass or dirt must use plywood, tarps or similar material for the floor surface. If graded to drain, a floor may be concrete or machine-laid asphalt; dirt or gravel is acceptable if it is covered with mats, removable platforms, or other suitable materials approved by the regulatory authority that are effectively treated to control dust and mud.

No carpet should be used unless it is indoor/outdoor.

Equipment and utensils should be designed and constructed to be durable and to retain their characteristic qualities under normal use conditions.



### II. Food Handling-Sanitary Requirements

A. All food handling and storage shall take place within the food booth (unless all food is prepackaged).

**Food prepared or stored at home is prohibited.**

Food contact surfaces must be smooth, easily cleanable, and nonabsorbent.

#### B. Temperature Control

Cold food must be stored at 41° F or below (potentially hazardous food)

Hot food must be held at 140° F or above (potentially hazardous food)

Food in storage must be protected from contamination. Cold food must have adequate amount of ice above the food. Equipment for cooling or heating food, and holding cold or hot food, shall be adequate in number and capacity to provide food temperatures at the above specifications.



#### C. Utensil Washing Facility

Wash utensils in clean water with detergent.

Sanitize with a bleach/water solution (100 PPM), Quaternary Ammonium Solution (200 PPM), Iodophor Solution (25 PPM).