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**WHO      WHAT      WHY**

OF OBTAINING A TEMPORARY  
FOOD VENDOR PERMIT

# Who needs a Temporary Event Permit?

- Anyone serving a time controlled/sensitive (TCS) food such as meat, cut fruit, lettuce, frozen items, reheated items, shaved ice, or refrigerated items at a public event.

*As a general rule ask "Where would this item be sold at a grocery store?"  
If the answer is a hot case, refrigerator, or freezer it's like a TCS food*

# What is a public event?

**- Public events are events put on by the city, private groups or other entities in which anyone is permitted or invited to come. It includes but is not limited to, city festivals and celebrations, carnivals, vendor expos, and farmers markets.**

***If you're not sure if your event is a public event call one of our health inspectors***

***Rebecca St. John 817-728-3331 [Rebecca.St.John@mansfieldtexas.gov](mailto:Rebecca.St.John@mansfieldtexas.gov)***

***Hannah Hess 817-728-3332 [Hannah.Hess@mansfieldtexas.gov](mailto:Hannah.Hess@mansfieldtexas.gov)***

# What should my booth look like?

- Flooring that is non porous (concrete, asphalt, well fit plywood)
- Food preparation areas should be covered and must meet fire code requirements
  - A table skirt is recommended but not required
  - Food contact surfaces that are cleanable, and smooth
- Gloves available for handling food



# **What do I need to bring?**

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**- A hand sink set up with soap, water with a spigot type spout (think tea urn), paper towels, and a waste bin**

**- Basins for washing, rinsing, and sanitizing dishes large enough to submerge the largest item used (Sanitizer test strips must also be available)**

**- A temporary health permit from the City of Mansfield**

**- All persons working the booth must have a food handlers card**

# **What do I need to bring?**

- Refrigeration or heat capable of keeping cold food under 41 degrees or hot foods held above 135 degrees**
- Sterno and sterno-like devices are not allowed because they do not heat evenly enough to keep all foods at the proper temperature, as well as being easily extinguished by wind (Instead you can use steam tables or other hot holding units)**
- If fire, grills, or spark producing operations are on site a fire inspection is required**
- Thermometers capable of measuring below 41 degrees and over 165 degrees**

# What food can I use?

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- **Food for the public must be prepared and stored somewhere that is licensed by a health department**
  - **Food cannot be prepared at home then brought to the event**
    - **Food cannot be grown or raised at someone's home**
      - **Cans must be undamaged**
- **Food must have been stored at proper temperatures before and during the storage, transport, preparation, and during the event**

# What are some common violations?

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- **Temporary Event Permit is not visible/was never obtained**
  - **Absence of food handler cards**
    - **No thermometer available**
      - **Improper hand sinks**
      - **Improper food storage**
    - **Improper holding temperature**
  - **No sanitizer test strips available**



# How

## do I get a Temporary Event Permit?



# How much does a permit cost?

- \$60 if an application is turned in more than 2 days before the event
- \$120 if an application is turned in less than 2 days before the event

*If a permit is not paid for, a citation may be issued as well as late fees, plus the original permit cost*

# How

## should I store items in my booth?

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- **Food and food storage devices such as coolers must be stored off the ground at least 6 inches**
- **Single serve items (cups, plates, bowls, etc.) must be stored upside down and at least 6 inches off the ground  
(Napkins should be in a basket or similar holder)**
- **Utensils (forks, spoons, knives) should be handle side up so the food contact surface isn't handled by the food handler or the public**

**That's everything you need to know  
to be health code compliant!**

**THANK YOU**

