Food means any raw, cooked, or processed edible substance; ice; beverages; or any ingredient; used or sold or intended for sale in whole or in part for human consumption, except tobacco or a drug as defined by the Texas Food, Drug and Cosmetic Act.

Temporary Food Service Establishment means a food products establishment that operates at a fixed location for a limited period of time in conjunction with a single event or celebration; or a concessionaire operating under a seasonal contract with either the Parks and Recreation Department or the Municipal Produce Market.

REQUIREMENTS FOR TEMPORARY FOOD ESTABLISHMENTS
For Food or Beverage Booths

I. Permitting

A. An interview is needed to obtain a Temporary Event Food Service Permit. You will need to know all menu items, equipment to be used, dates, hours of food service operation and addresses of events. The interview and application will cover food source, preparation, handling, transportation and temperature requirements. Additionally, booth structure, hand wash station, hand washing, bare hand control of ready-to-eat foods, sanitation, warewashing and waste water disposal will be discussed. You must demonstrate adequate knowledge of food handling and sanitation practices in order for a permit to be issued.

B. The Temporary Event Food Service Permit will not be issued if a menu has not been determined, food sources are unapproved, the fee is not paid, or demonstration of knowledge is inadequate. You may reapply when conditions have been met. A temporary food service establishment must comply with the requirements of the current City of Dallas Health Regulations for Temporary Food Service Establishments, except as otherwise provided in this regulation. The Department may impose additional requirements if needed to protect against health hazards.

C. Applications for, and issuance of Temporary Food Service Establishment Permits may be obtained at the above address. Permits are issued Monday through Friday between 8:00a.m. and 4:30p.m.

Home Preparation or Storage of Food is Not Allowed
D. Applications must be received in this office at least two (2) working days prior to the event. All three (3) pages of the application must be submitted for approval.

E. A non-refundable fee of $190.00 plus $5.00 per day for each temporary food establishment must be paid when the application is submitted.

F. Out-of-Town Vendors must submit a copy of their current local health permit and a copy of the last health inspection report conducted by the regulating authority.

G. Food Manufactures must submit a copy of the state manufacturer's license along with the application.

H. Caterers located outside of the City of Dallas, which provide food to public or private events must register with this department as an "Out-of-Town Caterer" and pay a $40.00 registration fee. All caterers must be approved by the City of Dallas and permitted by the appropriate regulatory authority.

II. Food

A. Only foods which are pre-approved and require minimal handling will be considered. *No slicing, dicing or cutting of food products onsite (foods i.e. cooked hamburgers and fajitas may be sliced on the cooking surface). Potentially Hazardous Foods (PHF) will be limited to only three (3) types of meat. PHF include: meats, eggs, dairy products, rice, beans, potatoes, and etc.

B. Seafood and poultry are only allowed under two conditions:
   1. Raw product must be pre-cut, breaded and frozen, and go from the freezer to the deep fryer or
   2. Product must be pre-cooked.

C. The only PHF allowed to be cooked on site from a raw state are those which are fast cooking, such as:
   1. Pre-formed hamburger patties
   2. Beef fajitas
   3. Sausages, hotdogs, etc.

D. All other PHF must be prepared and cooked at a permitted food facility that is inspected regularly. All cooked food products must be properly transported to the temporary site while maintaining proper temperatures.

*EXCEPTIONS WILL BE REVIEWED BY MANAGEMENT ON A CASE BY CASE BASIS

| Home Preparation or Storage of Food is Not Allowed |
III. Structure
   A. All temporary food establishments are required to have approved flooring, which may include concrete, asphalt, or tight-fitting plywood.

   B. All stands must have a suitable overhead covering for food preparation, cooking, utensil washing and serving areas. Such covering must meet Dallas Fire Code requirements. A table skirt or other form of protection is recommended to protect food, single service articles and utensils.

   C. All grills must have overhead covering while in use.

   D. Have fire extinguishers present if you are using equipment with open flames. Propane tanks for grills or any other pressurized tanks, such as those used for fountain soft drinks, must be secured so they cannot fall and damage valves.

   E. Booths must have barriers to protect food and prevent customers from entering into the booth.

IV. Sink Requirements
   A. Temporary Food establishments that operate for 96 hours or less and do not have conveniently available hot and cold running water and sanitary sewerage facilities MUST FURNISH THE FOLLOWING FACILITIES, when all food items are not pre-packaged.

   B. Hand washing facilities, which are conveniently located are required for all establishments which handle food. Must provide FLOWING WATER to be used for hand washing and a collection basin (bucket) for wastewater. Must set up hand wash facilities BEFORE setting up booth and preparing food. Coffee urns, drink coolers, or bottled water with a spigot are examples of what is required. At least a five (5) gallon potable water capacity should be available. Soap and paper towels must also be available.
C. Utensil Washing and Sanitization

A container with soapy water solution is required for the washing of dirty utensils on site. This is for emergency use only.

A sanitizer solution container must be provided to sanitize clean utensils and equipment. The required residual of 50-100ppm chlorine may be obtained by placing one (1) tablespoon of regular household bleach in one (1) gallon of water for the sanitizer. Other approved sanitizers may be used. Test papers must be provided to ensure that proper sanitizer concentration is achieved. All utensils must be taken to a commissary location daily to be properly washed, rinsed and sanitized.

D. All wastewater from sinks, steam tables, buckets, etc. must be disposed of into a sanitary sewer system or in a manner that is consistent with the Liquid Waste Disposal Code Requirements.

E. All wiping cloths must be stored, between uses, in an approved sanitizer solution at the proper concentration. If chlorine is used as the sanitizer, a solution of hundred (100) parts per million is required. Chemical test strips for the approved sanitizer being used must be maintained on site to ensure the proper concentration of the sanitizer.

F. Those establishments which operate more than 96 hours or 4 days or more and serve food products other than all pre-packaged items MUST PROVIDE HOT AND COLD RUNNING WATER sufficient for employee hand washing and for the cleaning and sanitizing of utensils and equipment.
V. Food Protection and Handling

A. All PHF requiring refrigeration must be stored at a temperature not to exceed 41°F or colder. PHF, which are required to be held hot, must maintain a temperature of 135°F or hotter to prevent bacterial growth. Mechanical holding units are required in each booth to ensure that proper temperature is maintained. Canned heat (sternos) is not allowed for maintaining hot food temperatures outside. Ice chests are not allowed for maintaining cold food temperatures. A metal stem thermometer must be provided where necessary to check the internal temperatures of hot and cold foods. Thermometers must be accurate to + 2°F.

B. Open and unprotected displays of food are not allowed. When using chafing dishes, only hinged-lid types will be allowed so that at least half of the food remains covered at all times.

C. READY-TO-EAT (RTE) SHOULD NOT BE TOUCHED WITH BARE HANDS. Foods that are considered “ready-to-eat” are often associated with viral and bacterial infections. This is because they become contaminated and never get heated again to a temperature high enough to kill germs. RTE foods should not be touched with bare hands. Must have a barrier between hands and Ready-to-Eat Food. Examples of physical barriers: Gloves, Deli tissues, Tongs, Ladles, Spatulas, and Forks.

Food handlers must not have any infected cuts or lesions, and must not have any disease transmittable by food. Food handlers with upper respiratory symptoms such as constant coughing or sneezing or food handlers with gastrointestinal symptoms such as cramps, vomiting and diarrhea must be restricted from handling food.

D. All condiments, including onions, relish, sauces, peppers, catsup, mustard, etc., available for customer use must be in self-service packets or be dispensed from approved sanitary dispensers.

E. All foods, food containers, utensils, napkins, straws and single service articles must be stored at least 6” off the floor and adequately protected from splash, dust, insects, weather or other contaminations.

F. When self-service ice dispensers are not provided, ice scoops are required. Ice used for human consumption must be stored separately from ice used to refrigerate drink bottles, cans or cartons. Ice storage units must be drained to a wastewater receptacle or a sanitary sewer system to prevent submergence of beverage containers into melted ice.

G. Effective hair restraints, including hairnets, caps or hair sprays, are required in food preparation and serving areas. Food, beverages and tobacco
consumption is prohibited inside food booths. Gum chewing is prohibited in food preparation and serving areas.

H. Food handling personnel must wash their hands as frequently as necessary to keep them clean, even though disposable gloves may be used. Nails must be closely trimmed and maintained. No sculptured nails or chipped nail polish is allowed.

I. Animals are prohibited from being within fifty (50) feet of a temporary food establishment or food service area.

J. The purpose of these requirements is to prevent food borne illness and protect the public health by assisting operators of temporary food service establishments in meeting minimum construction standards and using safe techniques when storing, preparing, displaying and serving foods.

Temporary event food service requires special consideration and planning of structures, transport, hygiene and food safety to safeguard public health. It is the intent of this guideline to assist food vendors to operate in compliance with regulations, provide food that is safe to consumers, and prevent the spread of foodborne illness. For more complete information, please refer to the current version of the Texas Food Establishment Rules as adopted by the City of Dallas or Dallas City Code Chapter 17.

Temporary Food Establishment permits are issued “in person” or “by mail”, (not by phone), so you will have the opportunity to discuss any questions.

- Before applying for a permit, please decide on the following:
- The complete menu including beverages.
- The booth structure (whether provided by the event sponsor or the vendor).
- The equipment that will be required, including a hand washing method.
- Methods to maintain hot and cold product temperatures.
- How all foods will be transported and stored.
- Where and how clean up of equipment will be done.
- Identification of the person who will be in charge of the booth.

The following enforcement actions may be taken by the Department to protect the public:
Citations may be issued for violations or further legal actions may be taken by the Department. Permit suspensions will occur for the following violations:

1. Vendors without appropriate permits will be issued a Municipal Court “Criminal Citation” and “Notice of Closure” and the establishment will be closed immediately.
2. Booths that do not have an operational hand sink.
3. Foods from unapproved sources (i.e. food from home, illegal vendors or other unapproved sources).
4. Conditions presenting an imminent health hazard.
5. Critical violations or an accumulation of non-critical violations that are not corrected.

Food unfit for human consumption may be reconditioned, impounded, destroyed or denatured. A Temporary Event Food Service Permit may be revoked at the discretion of the Department.

FOR ADDITIONAL INFORMATION OF GUIDANCE YOU MAY CONTACT OUR OFFICE AT 214-670-8083 or VISIT OUR OFFICE AT 7901 GOFORTH ROAD DALLAS, TEXAS 75238 or VISIT US ON THE WEB AT:
http://www.dallascityhall.com/code_compliance/restaurant-bar_inspections.html
http://www.dallascityhall.com/code_compliance/restaurant_temporary_food_facilities.html