



CATAWBA COUNTY

P O Box 389 - Newton, North Carolina 28658 - (828) 465-8270 - Fax (828) 465-8276 - TDD (828) 465-8200
Public Health – Environmental Health Division

Information for organizers and vendors at fairs, carnivals, public exhibitions or similar gatherings

In order to sell food at a festival in Catawba County you may need a temporary food establishment permit. Temporary Food Establishment (TFE) permits are issued to food and drink vendors that operate in conjunction with a fair, festival or other special event. For example, the Catawba County Fair, Oktoberfest and Newton Fest are events that qualify for a TFE permit. Examples of events that do not qualify for a TFE permit include yard sales, auctions, farmers markets and flea markets. A TFE permit is good only for a specific event and expires at the end of the event.

Each vendor must submit a completed application along with a \$75.00 permit fee to Catawba County Environmental Health prior to the scheduled event. To ensure proper staffing by Catawba County Environmental Health, organizers are encouraged to contact our office at least two weeks prior to the event.

Contact Information:

Greg Kain REHS TFE Coordinator

gkain@catawbacountync.gov

828.465.8270 (office)

828.320.8595 (mobile)



"Keeping the Spirit Alive Since 1842!"



Exemptions and Exceptions

Some vendors of Temporary Food Establishments (TFE's) may be exempt from the regulations requiring a permit to prepare and sell food to the public. The vendors who meet one of the following conditions will not be required to obtain and permit to operate their TFE.

GS 130A-250(7) Exemption:

- (i) incorporated as a nonprofit corporations in accordance with Chapter 55A of the North Carolina General Statutes
- (ii) exempt from federal income tax under the Internal Revenue Service Code as defined in General Statute 105-228.90 (have 501(c) (3) status)
- (iii) a political committee as defined in General Statute 163-278 .6 (14)

You must provide proof of the organization's tax-exempt status such as a copy of the Letter of Declaration from the North Carolina Department of Revenue or the Internal Revenue Service, or a letter from the candidate of political action committee authorizing you to conduct the event, and a letter from the group president, pastor; etc stating that 100% of the moneys are going to that particular group. **This must be turned in along with the first page of the application prior to the event and a copy of the documentation must be kept on site to show the inspectors when they visit your booth or tent.**

Drink vendors who sell only non-potentially hazardous drinks (in single-service cups) are not required to obtain an operations permit from the Department. Examples of these drinks are fresh-squeezed lemonade, coffee, soda and tea.

Vendors who sell only dipped ice cream, popcorn, candied apples, cotton candy, funnel cakes, doughnuts, peanuts and commercially prepackaged chips and candy are not required to obtain and operations permit from this Department.

Reminders for Temporary Food Establishments

1. No advanced food preparation is allowed prior to issuance of a temporary food establishment permit. This includes marinating meat, peeling/cutting of vegetables and fruits, preparing sauces, etc. **Food and drink prepared at events outside of North Carolina or in a home cannot be sold in a temporary food establishment. Please consult this Department prior to scheduling an inspection if you have food prepared at a permitted food service establishment within North Carolina.** Examples include sliced vegetables, marinated meats, etc.
2. The following items **shall not** be prepared, served, and/or sold in a temporary food establishment.
 - a. Cream pies or pastries
 - b. Chicken, potato, ham, crab or other similar types of salads
 - c. Potentially hazardous beverages
3. All raw meat and poultry products must be purchased in a “ready to cook” form. For example, if you wanted to prepare chicken fajitas, you would purchase the raw chicken already cut into slices, cubes, etc. No cutting of raw meats or deboning is allowed in a temporary food establishment.
4. When holding hot foods on steam tables, grills or in hot boxes or insulated containers, the food must be kept at 135°F or above.
5. Cold foods in refrigerators, ice pans or insulated containers must be kept at 45°F or below.
6. When cooking poultry or pork, or when reheating any perishable leftovers, all portions of these foods should be heated to at least 165°F. Hamburger must be cooked well done to 155°F. Poultry to 165°F and pork to 150°F.
7. A properly calibrated food thermometer (metal stem type - 0° - 220°F) is needed for checking the perishable food temperatures.
8. Remember when food is stored, displayed or prepared in areas accessible to the public it must be protected by sneeze guards or counter protectors on the front, sides, and top of the display so as to protect the food from coughs, sneezes, or other contact. This is especially important when foods are located at the front or side of your tent.
9. Drinking water connections to food stands should be through a “potable” water hose designed for drinking water to avoid the bad taste and other effects of chemicals leaching into water such as can occur in regular garden hoses.
10. Personal hygiene is very important in food protection. Remember to require hands to be washed after each visit to the toilet, after handling raw food products such as raw chicken, after eating or smoking, and after handling unclean objects such as garbage cans. Frequent hand washing should be the routine for a food handler. Remember also not to allow persons to handle food who are sick with fever, vomiting or diarrhea. Those who have open cuts or sores on the hands must not handle food unless foodservice gloves can be used as a barrier.

TEMPORARY FOOD ESTABLISHMENT CHECKLIST

*****This list should not be returned with the application. This information is intended to assist you with your set up.**

- ☐ Food from approved sources and identified
- ☐ Clean location and equipment
- ☐ A tent or canopy must be provided (must also follow fire code)
- ☐ Food, utensils and equipment protected (clean, covered, shielded and/or physical barrier to protect from contamination)
- ☐ Effective measures taken for fly control when necessary (i.e. fans, screens)
- ☐ Potable running water under pressure (gravity pressure is acceptable)

i.e. Potable water hose (white or blue colored hose), no garden hoses allowed or igloo water cooler with spout
- ☐ Ability to heat water
- ☐ Approved hand washing facilities / hand soap / paper towels / gloves
- ☐ Refrigeration with thermometer (cooler with ice is acceptable)
- ☐ Metal stem-type food thermometer (0-220°F)
- ☐ Approved garbage disposal method
- ☐ Approved wastewater disposal method
- ☐ Food invoices, receipts
- ☐ At least one utensil sink with drain boards or counter space which is large enough to accommodate largest utensil (i.e. pots, skewers, racks, spoons, etc.)

[illegible]

Foods Prepared and Cooked Offsite:

Name of Permitted Establishment: _____

NC DENR Establishment ID# _____

Establishment Owner / Manager _____

Establishment Address _____

Establishment telephone # _____

In the table below list all foods prepared in the permitted establishment and check all procedures performed there.

Foods	Thaw	Cut/Wash Assemble	Cook	Cool	Cold Holding	Reheat	Hot Holding	Portion / Package

List sources of all meat, poultry, seafood and shellfish:

State method of storing and disposing of wastewater:

Temporary Food Establishment

Draw to scale, identifying and describing all equipment, including handwash facilities, equipment, washing facilities, cooking equipment, refrigeration, worktables, storage, hot and cold holding units, water source and storage. Describe the floor, wall and ceiling surfaces of the unit

[illegible]

All booths must comply with the requirements listed in 15A NCAC 18a .2635. A copy of this document is available at <http://www.deh.enr.state.nc.us/ehs/26.htm>.

A brochure explaining the rules and requirements in detail is available on the Catawba County Environmental Health website. [It is available in English, Spanish and Hmong.](#)

This application must be completed and returned to the Catawba County Environmental Health Department no less than one week before the date of the event. Vendors arriving at the festival without having submitted an application will be inspected by the Environmental Health Division after all other vendors have been inspected and permitted and this application has been completed. All vendors must comply with all applicable rules before a permit will be issued.

Catawba County Public Health Department

Environmental Health Division

100-A Southwest Boulevard

P.O. Box 389

Newton, NC 28658

(828) 465-8270

(828) 465-8276 (fax)

(828) 465-8200 (TDD)