



APPLICATION FOR TEMPORARY FOOD ESTABLISHMENT PERMIT

Permit Fee \$85.00

Arizona State University Memorial Union - PO Box 870901 Tempe, AZ 85287-0901

Please return this completed application and the \$85.00 permit fee at least **7 working days** prior to the date of the event. If the completed application and payment are received less than 7 working days prior to the event the fee will be \$125.00. (Money Order or Check Only) Payable to: "Arizona State University" **Payment to: "Attn: Food Safety & Health" - PO Box 870901 Tempe, AZ 85287-0901 - email: michael.britt@asu.edu - phone: (480) 965-6853**

- 1. Event _____
- 2. Location of Event: _____
- 3. Dates of Event: _____ Time of Event: _____
- 4. Event Coordinator: Name: _____ Phone: _____
Email: _____ Address, City, State, Zip: _____
- 5. Outside Organization/ Business Name: _____ Permit #: _____
- 6. Applicant's Name: _____ Business Phone: _____ Cell: _____
- 7. Address: _____ City, State, and Zip: _____
- 8. Email address: _____
- 9. Person(s) in charge at Food Service Site: _____
- 10. Name of Food Establishment for Advance Food Preparation: _____
Address: _____ City,
State, and Zip _____ **Preparation and/or Pre-Cooking of all food & drinks must take place in an approved permitted Food Establishment Date: _____**
Time Prep Begins: _____ Ends: _____

Please attach a copy of all foods and beverages to be served; items not listed will not be allowed to be served.

- 11. Describe equipment to be used at the event for:
 - a) Cold Holding: _____
 - b) Hot Holding: _____
 - c) Cooking/Reheating: _____
- 12. Is Food Transported to the food service site? _____ YES _____ NO
If yes; what is the distance? _____ Transport Time? _____
How is food to be kept Hot or Cold? _____
A food thermometer with a range of 0-200°F is required to monitor temperatures.
- 13. Identify Water Source: _____
Waste Water Disposal Method: _____ Sewer _____ Holding Tank _____
- 14. Handwashing Facilities: _____ Plumbed Sink Or: _____ Gravity Flow Set-Up* (See Below)
***Consisting of: 5 gallons of hot water in an insulated container with a spigot, a container for catching the wastewater, handsoap in a pump dispenser, paper towels**
- 15. Utensil Washing Facilities: _____ 3-Compartment Sink _____ 3-Container Sanitizing Set-Up*
***Hot, Soapy Water Clean, Potable Water Sanitizer Solution – Required**
- 16. Method of Garbage Disposal _____ Cans Or: _____ Dumpsters
- 17. Restroom Facilities Available: _____ Chemical Toilets And/Or _____ Public Building

I hereby consent to an inspection by ASU Food Safety and Health, and acknowledge that issuance and retention of this temporary food service establishment permit is contingent upon satisfactory compliance with state / ASU temporary food service requirements.

Applicant's Signature _____ Date: _____