Kittitas County
Public Health
Department

To Protect and Promote the Health and the Environment of the People of Kittitas County

REQUIREMENTS FOR FOODSERVICE AT FARMER'S MARKET

1. **Complete an application.** Your application and payment must be received at the Kittitas County Public Health Department (KCPHD) **before the designated deadline, or 14 days before the event,** or you may not be eligible to serve food at the market.
2. If you are **preparing food in an approved kitchen**, please attach some form of documentation giving you permission to use the kitchen. This could be a handwritten note signed by the approved kitchen owner.
3. **Post your permit**. Post your permit at eye level where it is visible to the public, preferably at the front of your booth.
4. **A metal-stem thermometer** must be available and used often to check internal temperatures of potentially hazardous foods. It must be able to measure from 0°F to 220°F.
5. **Hand-washing facilities.** You need at least **warm** running water, soap, individual paper towels, and a bucket to collect the dirty water. An **insulated container** (5 gallon minimum) with a **continuous flow** spigot is required. Other warm water free flow sinks may be used if pre-approved by KCPHD.
6. **Wiping cloths.** You need a separate container of sanitizer for rinsing/storing wiping cloths to be used on all surfaces. Example: one teaspoon of liquid bleach added to one gallon of cool water. If the event is outside, make sure to keep this solution out of the sun. Other sanitizers may be used if approved. Change the solution frequently during the day.
7. **Chemicals** such as liquid bleach and detergents must be stored in a separate area below and away from food preparation and display areas. Make sure all cleaning supplies and sanitizers are labeled properly.
8. **All food preparation must be done in the booth or at an approved kitchen**. Some foods may be restricted from being served at the temporary food event at the discretion of the Environmental Health Specialist. Home preparation of foods is not allowed.
9. **Food protection.** All opened food items must be protected from possible contamination. **Samples** must be protected by a covering while on display, and dispensed by a utensil or single serving item. Gloves, utensils, or deli tissues must be used when handling samples. No bare hand contact is allowed to any food items that will be directly served. Hard crusted bread must be protected by packaging or by display cases furnished with hand contact barriers.
10. **No cooling of potentially hazardous foods can be done at the booth.** Cook a little at a time. If there is a large quantity of food left over at the end of the event it needs to be thrown away. Food must be prepared the same day it will be served.
11. **Dishwashing facilities.** Wash equipment and utensils in three-compartment sinks or an approved dish washing machine. Make sure all utensils and equipment are washed, rinsed, and sanitized, in that order. If the food service operates more than one day, a three-compartment sink with hot and cold running water must be available within 200 feet. This facility can be used by several food booths.
12. **All cooking of foods must be done toward the back of the booth.** When barbecuing or using a grill, you must separate (rope off) the equipment from the public by at least 4 feet to protect the public (from burns or splashes of hot grease).

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13. **Equipment containing flammable materials**, such as **deep-fat fryers** must be on stable surfaces and shielded from the public (Fire Marshal requirement). **Check with your local fire authority** to ensure you meet all fire codes when working with open flame and grease.
14. **Make sure** your electrical devices will not overpower the circuits in your booth.
15. **Smoking, eating or drinking in booths or temporary food areas is not allowed.**
16. **No bare hand contact with any ready-to-eat foods is allowed.** You can prevent this by using gloves, tongs, deli tissue, or utensils. Ready-to-eat is anything that will not be cooked again before it is served. This includes but is not limited to sandwiches, salads and toppings, garnishes such as lemon and orange wedges, powdered sugar on top of pastries, and rolls. Once the food has been cooked, no bare hands may come into contact with it.
17. **Steam tables or other hot holding devices** are to be used to hold the foods above 140°F, not to reheat. Use stoves, grills, or microwaves for quick reheating. Remember to reheat to 165°F before hot holding again.
18. **No person who is infected with a communicable disease**, such as a cold or flu, or who has open sores or infected cuts on his/her hands, shall work in any temporary food establishment.
19. **At least one person in the food booth needs to have a valid Washington State Food Workers card posted or available to show if asked.**
20. **All booths must be set on a cleanable surface** such as asphalt, plywood, heavy tarp material or cement. Grass, gravel, and dirt are not acceptable flooring materials.
21. **Liquid waste** should **not** be dumped into streets, storm drains, or onto the ground. Use containers to collect the dirty water and then discard it in a sanitary manner (sewer, restrooms, etc.).
22. **Overhead protection** must be provided to food serving area, or containers that will prevent food contamination must be used (examples: containers with lids, squeeze bottles, individual serving packages).

KEEP IT HOT 135° F OR ABOVE
KEEP IT COLD 41°F OR BELOW,
OR DON'T KEEP IT!

USE YOUR FOOD THERMOMETER ON A REGULAR BASIS OR AS NEEDED TO CHECK THE INTERNAL TEMPERATURES OF POTENTIALLY HAZARDOUS FOODS.

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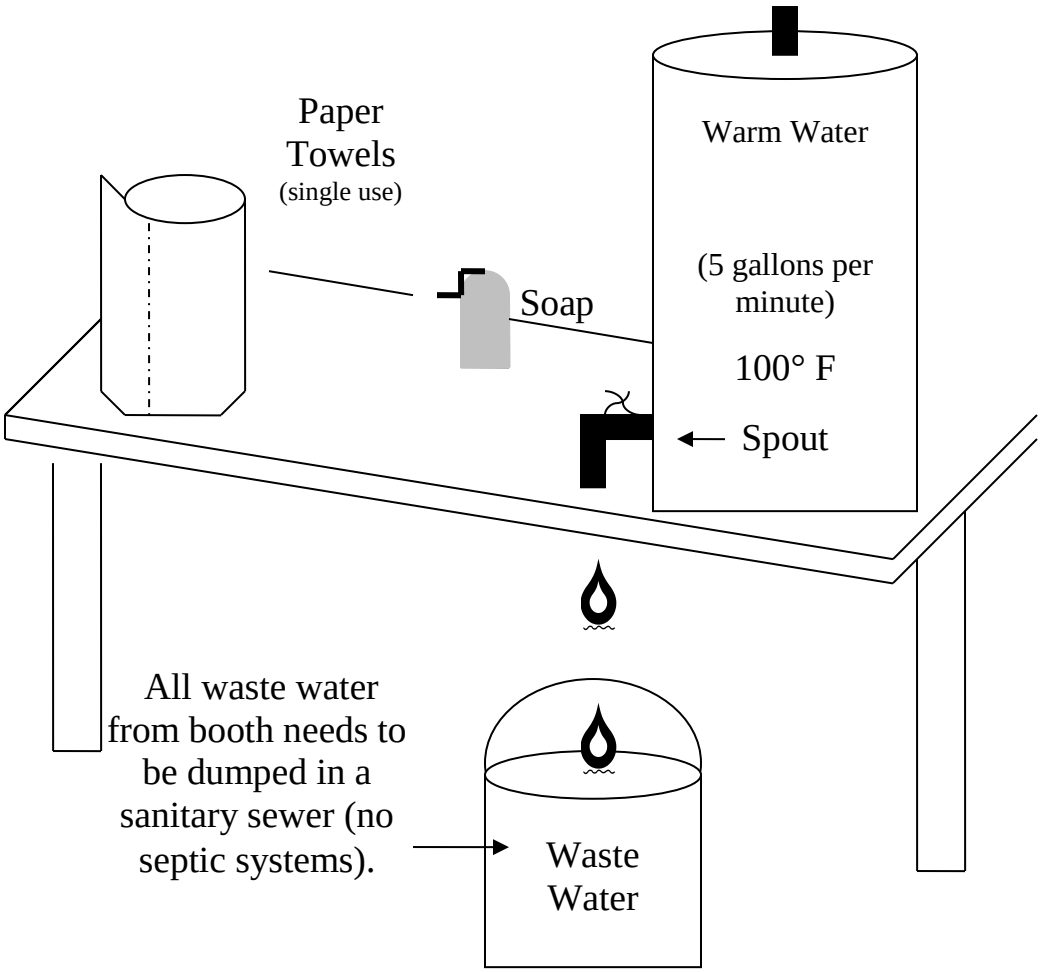
Temporary Food Event Handwashing Diagram



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For Official Use Only

App. Accepted By: _____

Permit #_____

☐Complete Application

FARMER'S MARKET PERMIT APPLICATION

INSTRUCTIONS

1. **Complete the entire application. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**
2. Remit fee with completed application to Public Health office. (Make checks payable to: KCPHD).

Organization Represented: _____ Phone: _____

Applicant Name: _____ Phone: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Person(s) in Charge at Event: _____ Phone: _____

Beginning date: _____ Ending date: _____ Location of advanced food prep: _____

Proposed Location: ☐ Ellensburg Farmer's Market ☐ Cle Elum Farmer's Market ☐ Roslyn Sunday Market

Time Food Prep. Begins: _____ Time Food Prep. Ends: _____

PLEASE LIST ALL FOOD TO BE SERVED:

Food Items:	Off Site Prep (Y/N)	On Site Prep (Y/N)	Cooking Procedures:	Holding (Hot/Cold)	Serving (Hot/Cold)

NOTE: Late additions to the menu must be approved by the Health Department.

Please Describe the Following:

Cold Holding Equipment: Hot Holding Equipment:

Cooking Equipment: Method of Keeping Cold/Hot:

Food Transportation: Time in Travel:

Public Water Supply: Waste Water Disposal: ❒ Sewer ❒ Holding Tank

Hand washing Facilities: ❒ Plumbed Sink ❒ Gravity Flow Container

Utensil Washing Facilities: ❒ 3 Compartment Sink ❒ 3 Tubs Sanitizing Solution: ❒ Yes ❒ No

Garbage Disposal: ❒ Cans OR ❒ Dumpsters Location of Toilets:

Other: ❒ Stem Type Food Thermometer (0–220° F) ❒ Beverage Container Recycling Arranged

My signature below denotes intent to comply with all applicable Washington State and local regulations. It is my understanding that the permit is non-transferable and shall expire upon completion of the temporary event.

Permit Fee: $180 **Signature:** _____ **Date:** _____

Receipt #:_____ **Print Name:**_____ **Title:** _____

Fee is non-refundable. Application is not valid unless it is signed by legal owner.

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