



**Lake County Public Health Department**  
 616 Third Avenue  
 Two Harbors, MN 55616  
 Phone (218) 834-8400 Fax (218) 834-8412

Lisa B. Hanson, Director

<b>Office Use Only</b>	
Receipt #:	_____
Date Rec'd:	_____
Rec'd by:	_____

**2020 SPECIAL EVENT APPLICATION**

*Completed applications must be received at the Lake County Public Health Department at least 14 days prior to the event. There will be an additional \$30.00 late fee if application is received less than 14 days before the event. The application will be reviewed and the food stand may be inspected by Lake County at any time during operation and must adhere to the MN Food Code.*

Applicant Name:	Organization Name:
Mailing Address (address license will be sent to):	
Phone:	E-mail:

**SPECIAL EVENT LICENSE FEE:** \$ \_\_\_\_\_

**All Organizations:** \$76.00  
 Additional Late Fee (if received less than 14 days from event): \$30.00

**\*\*\*AFTER THE FACT – DOUBLE THE FEE\*\*\***

The above-named organization hereby applies for a permit to operate a food-service establishment. The applicant organization agrees to comply with all Lake County food regulations and compliance standards.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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Lisa B. Hanson, Director

**SPECIAL EVENT PERMIT**

*Office Use Only*

ISSUED TO: \_\_\_\_\_ FEE: \_\_\_\_\_

A permit is hereby issued to operate a food-service establishment as defined in Lake County Ordinance #7, subject to the restrictions, if any attached to and made a part of this permit. **This permit is valid for no more than three (3) events in this calendar year for no more than ten (10) total days. Please fill out a separate Information and Restriction sheet per event. (See attached forms)**

DATE ISSUED: \_\_\_\_\_ Date of event 1: \_\_\_\_\_  
 BY: \_\_\_\_\_ Date of event 2: \_\_\_\_\_  
 Environmental Health Specialist Date of event 3: \_\_\_\_\_

**PLEASE POST IN PLAIN VIEW ~ PERMIT NOT TRANSFERABLE**

~EVENT #1~

\*\*PLEASE NOTE: ONE EVENT PER PAGE - PLEASE USE SEPARATE PAGE FOR EACH EVENT\*\*

Event #1 date and time: \_\_\_\_\_

Name of event #1: \_\_\_\_\_

Event #1 location/address: \_\_\_\_\_

Person in charge of food prep at event #1: \_\_\_\_\_

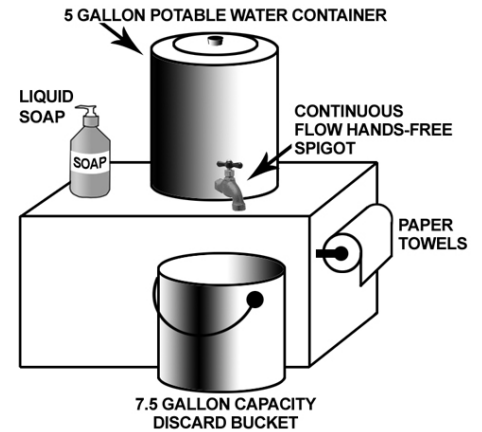
**HANDWASHING & HYGIENE (EVENT #1)**

- I understand that I **must provide** soap, running water (a 5-gallon container with a spigot is permitted), nailbrush, and paper towels for handwashing.

*Choose one of the following methods:*

- Gravity device supplied with running water and a faucet, soap, paper towels and a nail brush.
- Sink available IN STAND with running water, soap, paper towels, and a nail brush.

How will you minimize direct contact with ready-to-eat foods?



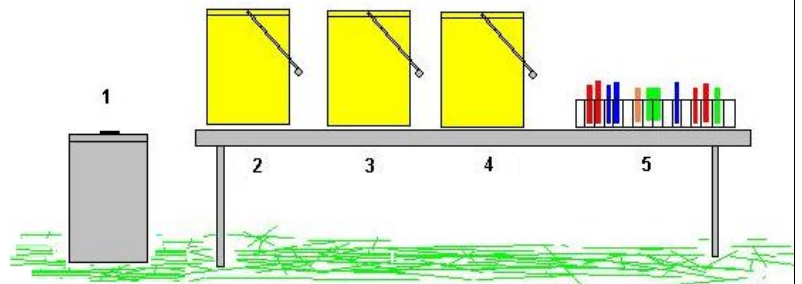
- I understand employees must wear approved hair restraints (e.g. hairnets, visors, or caps).
  - I understand I must supervise employees to make sure they wash hands before handling food; after handling raw meat; or after eating, drinking, smoking, or using the toilet.
  - I understand that there is **no eating, drinking, or smoking allowed in the food stand.**
  - I understand that all employees must be free of communicable diseases, illness, or infection. Employees' hands must be free of cuts, bandages, jewelry, nail polish, or fake nails.
- YES  NO  Will employees/workers be trained in safe food handling techniques, including proper hand washing?

**WARE WASHING AND SANITIZING SURFACES (EVENT #1)**

- I understand that IF I need to wash dishes or utensils onsite, then I **must have** a 3-compartment set-up to do this.

*Choose one of the following ware washing methods:*

- Three bucket system
  1. Garbage/waste disposal
  2. Wash bucket: dish soap & warm water
  3. Rinse bucket: clean water
  4. Sanitizer bucket: sanitizer & lukewarm water
  5. Air dry: dish rack (towel drying is prohibited)
- Three (3) compartment sink located IN-STAND
- No dishes, single serve items only.



- I understand that I must provide a sanitizing solution in the booth to sanitize food contact surfaces.
  - A) I will provide a container of sanitizing solution with a wiping cloth, or
  - B) I will provide a labeled spray bottle containing sanitizing solution with paper towels.
- I will provide test strips to test the sanitizing solution. Sanitizing solutions must be at least 50-100 ppm for chlorine or 200-400 ppm for quaternary ammonium. [Example for a chlorine solution: approximately 1 tablespoon of household bleach to 1 gallon of water.]
- I understand that I must store soap, sanitizer, and chemicals away from foods and food containers to prevent the chemicals from contaminating the food or utensils.

~EVENT #1~

\*\*PLEASE NOTE: ONE EVENT PER PAGE - PLEASE USE SEPARATE PAGE FOR EACH EVENT\*\*

**MENU AND FOOD PREPARATION (EVENT #1)**

List all items on menu. Home prepared foods are NOT permitted. Attach additional sheet if more space is needed.

Hot Foods	Purchased from	Preparation location	Equipment used to cook food	Equipment used to keep food hot (140°F or hotter)
Cold foods	Purchased from	Preparation location	Equipment used to prepare food	Equipment used to keep food cold (41°F or colder)

- I will provide a metal stem thermometer to test food temperatures (thermometer must read from 0°F to 220 °F).
- I understand that for short events **4 hours or less** I can use dry ice or ice packs (blue ice) to store potentially hazardous foods, like meats, fish, rice, etc., to keep food at **41°F** or below, but for **any event longer than 4 hours** I must provide mechanical refrigeration.
- If I store pop, water, etc., in cubed ice, the melted ice must be drained off to prevent containers from being submerged.
- I understand I must reheat hot foods rapidly to **165°F** for 15 seconds and hold at **140°F** or more to kill microorganisms.
- I will store all foods, beverages, ice, utensils, and paper products at least **6 inches** above the ground or floor.
- I understand that I must transport all prepared foods in insulated, covered containers in clean vehicles, and that potentially hazardous foods must be kept at **41°F** or colder or **140°F** or hotter.

**WATER SUPPLY AND WASTE WATER (EVENT #1)**

Water supply may not come from a residential well. It must be obtained from an approved public water supply system. Water can NOT be supplied through a garden hose. Water must be supplied with a food-grade hose that is approved for drinking purposes. The hose must be flushed and sanitized before use. The water inlet must be protected from contamination and designed so a non-potable service connection cannot be made. Waste water shall be discharged into a sanitary sewer system or approved septic system. Disposal by throwing or dumping the waste water on the ground or storm sewer is NOT permitted.

What is the source of water supply for the event?

What is the method of disposal for waste water at the event?

**PHYSICAL FACILITY (EVENT #1)**

- I understand that the food stand must have overhead covering for all food operations (e.g., tent, canopy).
- I understand the food stand must not be on dirt or grass, but will have a solid flooring.  

*Circle One:*    concrete            asphalt            plywood            other \_\_\_\_\_
- I understand I must properly secure carbon dioxide containers by a chain or other means.
- I will provide a fire extinguisher while cooking food (contact fire marshal to determine proper type).

~EVENT #2~

\*\*PLEASE NOTE: ONE EVENT PER PAGE - PLEASE USE SEPARATE PAGE FOR EACH EVENT\*\*

Event #2 date and time: \_\_\_\_\_

Name of event #2: \_\_\_\_\_

Event #1 location/address: \_\_\_\_\_

Person in charge of food prep at event #2: \_\_\_\_\_

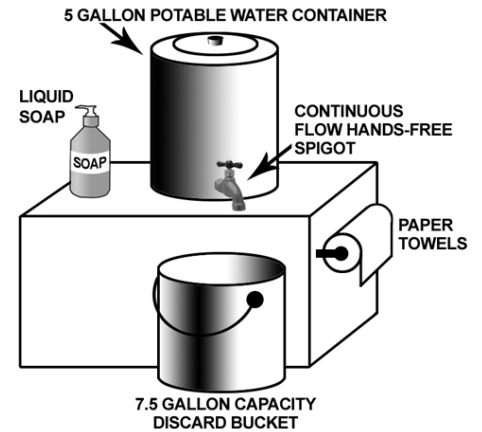
### HANDWASHING & HYGIENE (EVENT #2)

- I understand that I **must provide** soap, running water (a 5-gallon container with a spigot is permitted), nailbrush, and paper towels for handwashing.

*Choose one of the following methods:*

- Gravity device supplied with running water and a faucet, soap, paper towels and a nail brush.
- Sink available IN STAND with running water, soap, paper towels, and a nail brush.

How will you minimize direct contact with ready-to-eat foods?



- I understand employees must wear approved hair restraints (e.g. hairnets, visors, or caps).
- I understand I must supervise employees to make sure they wash hands before handling food; after handling raw meat; or after eating, drinking, smoking, or using the toilet.
- I understand that there is **no eating, drinking, or smoking allowed in the food stand.**
- I understand that all employees must be free of communicable diseases, illness, or infection. Employees' hands must be free of cuts, bandages, jewelry, nail polish, or fake nails.

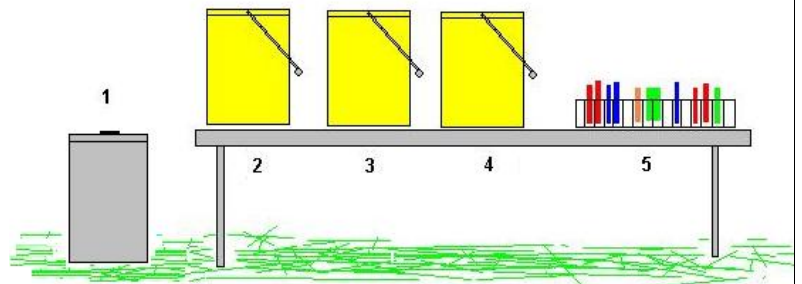
YES  NO  Will employees/workers be trained in safe food handling techniques, including proper hand washing?

### WARE WASHING AND SANITIZING SURFACES (EVENT #2)

- I understand that IF I need to wash dishes or utensils onsite, then I **must have** a 3-compartment set-up to do this.

*Choose one of the following ware washing methods:*

- Three bucket system
  1. Garbage/waste disposal
  2. Wash bucket: dish soap & warm water
  3. Rinse bucket: clean water
  4. Sanitizer bucket: sanitizer & lukewarm water
  5. Air dry: dish rack (towel drying is prohibited)
- Three (3) compartment sink located IN-STAND
- No dishes, single serve items only.



- I understand that I must provide a sanitizing solution in the booth to sanitize food contact surfaces.
  - A) I will provide a container of sanitizing solution with a wiping cloth, or
  - B) I will provide a labeled spray bottle containing sanitizing solution with paper towels.
- I will provide test strips to test the sanitizing solution. Sanitizing solutions must be at least 50-100 ppm for chlorine or 200-400 ppm for quaternary ammonium. [Example for a chlorine solution: approximately 1 tablespoon of household bleach to 1 gallon of water.]
- I understand that I must store soap, sanitizer, and chemicals away from foods and food containers to prevent the chemicals from contaminating the food or utensils.

~EVENT #2~

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**MENU AND FOOD PREPARATION (EVENT #2)**

List all items on menu. Home prepared foods are NOT permitted. Attach additional sheet if more space is needed

Hot Foods	Purchased from	Preparation location	Equipment used to cook food	Equipment used to keep food hot (140°F or hotter)
Cold foods	Purchased from	Preparation location	Equipment used to prepare food	Equipment used to keep food cold (41°F or colder)

- I will provide a metal stem thermometer to test food temperatures (thermometer must read from 0°F to 220 °F).
- I understand that for short events **4 hours or less** I can use dry ice or ice packs (blue ice) to store potentially hazardous foods, like meats, fish, rice, etc., to keep food at **41°F** or below, but for **any event longer than 4 hours** I must provide mechanical refrigeration.
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- I understand I must reheat hot foods rapidly to **165°F** for 15 seconds and hold at **140°F** or more to kill microorganisms.
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**WATER SUPPLY AND WASTE WATER (EVENT #2)**

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What is the source of water supply for the event?

What is the method of disposal for waste water at the event?

**PHYSICAL FACILITY (EVENT #2)**

- I understand that the food stand must have overhead covering for all food operations (e.g., tent, canopy).
- I understand the food stand must not be on dirt or grass, but will have a solid flooring.  

*Circle One:*      concrete                  asphalt                  plywood                  other \_\_\_\_\_
- I understand I must properly secure carbon dioxide containers by a chain or other means.
- I will provide a fire extinguisher while cooking food (contact fire marshal to determine proper type).

~EVENT #3~

\*\*PLEASE NOTE: ONE EVENT PER PAGE - PLEASE USE SEPARATE PAGE FOR EACH EVENT\*\*

Event #3 date and time: \_\_\_\_\_

Name of event #3: \_\_\_\_\_

Event #1 location/address: \_\_\_\_\_

Person in charge of food prep at event #3: \_\_\_\_\_

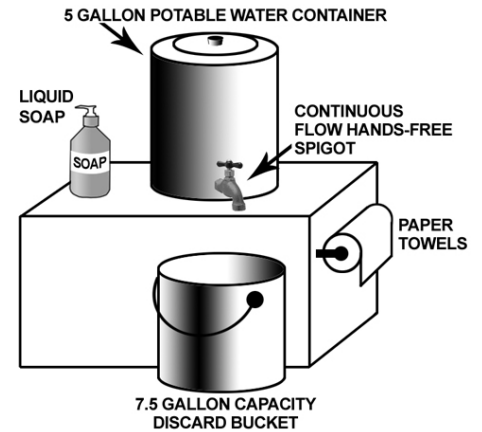
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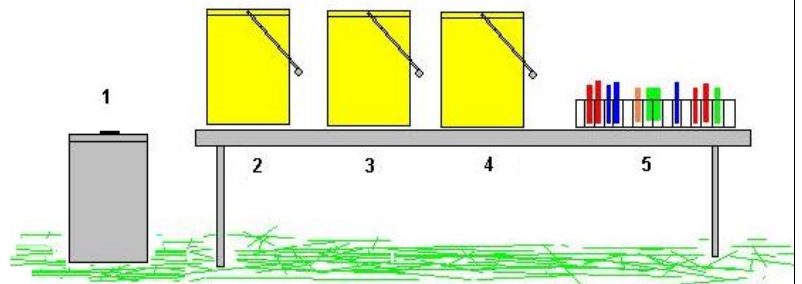
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