Date Rec'd. _____

Initials _____

Craven County Health Department
Division of Environmental Health
2818 Neuse Boulevard, PO Drawer 12610
New Bern, NC 28560

LIMITED FOODSERVICE ESTABLISHMENT PERMIT APPLICATION

Organization Information

Organization Name: _____

Mailing Address: _____

_____

Contact Person: _____

Contact Phone: _____ **Fax:** _____

Is your organization:

Exempt from federal income tax under section 501(c)(3) or section 501 (c)(4) of the Internal Revenue Code? Yes_____ No_____

A political subdivision of the State? Yes_____ No_____

Operated by volunteers in conjunction with amateur athletic events? Yes_____ No_____

NOTE: If you answered No to all of these questions you are not eligible for a Limited Food Stand Permit. Please contact our office regarding foodservice in your establishment.

Food Service Information

Concession Stand Address: _____

_____

On-Site Manager Name: _____

On-Site Manager Phone: _____

Proposed Opening Date: _____

Dates and Hours of Operation: _____

_____

Proposed Menu (Please attach additional pages if necessary): _____

_____

_____

_____

FACILITY LAYOUT

In the following space provide a drawing of your food service area. Identify and describe all equipment including cooking, hot holding and cold holding equipment, handwashing facilities, work tables, dishwashing facilities, single service article storage, garbage containers and customer service areas.

Please submit this application to: Craven County Health Department, Environmental Health Division, PO Drawer 12610, New Bern, NC 28561. **Application must be received four (4) weeks prior to commencement of operation.**

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I understand that a review of this application must be made and a permit issued by the Craven County Environmental Health Division prior to operation of the Limited Food Service Establishment. I hereby certify that the above information is correct and understand that any deviation from the above without prior approval from Craven County Environmental Health Division may nullify this approval.

_____ _____

Signature **Date**

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Approval of these plans by the Craven County Environmental Health Division does not indicate compliance with any other code, law, or regulation that may be required.

Limited Food Service Establishment
Evaluation Checklist

— Food service areas constructed/arranged to prevent exposure to dust, insects and other contamination
— Protection against flies/insects provided by screening or effective use of fans
— Floors, walls and ceilings in good repair and constructed to be easily cleanable
— Artificial lighting which is shielded or shatterproof in all areas where food is handled or prepared and in areas where utensils are washed
— Light fixtures clean and in good repair
— Convenient, approved toilet facilities provided for use by employees
— Handwashing facilities provided with hot and cold water and supplied with soap and paper towels available in restroom, food preparation and dishwashing areas
— Signs directing employees to wash their hands before returning to work posted at all employee handwashing facilities
— All garbage receptacles fitted with liners (unless can wash facility provided)
— Approved sewage disposal
— Approved water source
— Hot water at a minimum of 130º F where used for cleaning
— Approved sanitizer and sanitizer test strips
— Accurate 0º F - 220º F metal-stemmed food thermometer
— Foods from an approved source (including ice)
— All meat, poultry and fish purchased in a pre-portioned, ready-to-cook form
— Food, utensils, paper goods handled and stored to prevent contamination
— Storage off floors and arranged to facilitate cleaning
— Customer self-service prohibited except for condiments in individual packages or pour-type containers
— Two-compartment sink (minimum) of sufficient size and depth to submerge, wash, rinse and sanitize utensils equipped with drainboards or counter space on each end
— Equipment and utensils cleaned routinely and maintained in a sanitary manner
— Equipment in good repair and operating properly
— Adequate equipment provided to maintain cold foods at 45º F or below and hot foods at 135º F or above
— Single service utensils only

Limited Food Service Establishments may not prepare potentially hazardous foods prior to the day of sale. Potentially hazardous foods that have been heated at a Limited Food Service Establishment and remain at the end of the day may not be sold, reheated or placed in refrigeration to be used another day.

The permit for a Limited Food Service Establishment must be posted at a conspicuous place where it can be readily seen by the public at all times. Permits expire on December 31 of each year.