

TEMPORARY FOOD SERVICE ESTABLISHMENT APPLICATION FORM



THE CITY OF WINNIPEG
Community Services Department • Services communautaires
Community Bylaw Enforcement Services • Services communautaires d'exécution des règlements
 18-30 Fort Street • 30, rue Fort, bureau 18 • Winnipeg • R3C 4X3
 Tel./Tel. (204)986-2234 • Fax/Telec. (204)986-4094 • [311](http://311.winnipeg.ca)

INSTRUCTIONS: **The event Organizer/Coordinator must complete in full and submit this application to By-Law Enforcement Services for approval at least 10 days prior to the event.**

Event Name: _____ Event Date(s): _____
 Event Location: _____ Event Opening Time(s): _____
 Event Coordinator: _____ Event Closing Time(s): _____
 Phone: H _____ W _____ Cell _____ Total Hours of Operation: _____

BOOTH

- Rain resistant roof
- Adequate lighting
- Lights shielded
- Garbage container
- Smooth, non-absorbent flooring

HANDWASH FACILITY

- Pressurized water drained to sewer OR
- Cold water pump reservoir drained to larger holding tank OR
- Cold water gravity reservoir drained to larger holding tank
- Facility conveniently located
- Soap and single-service towels

EQUIPMENT *(specify type where applicable)*

- Cooking equipment: Type _____
- Reheating equipment: Type _____
- Hot holding equipment: Type _____
- Refrigerator(s) / cooler(s): Type _____
- Refrigerator / cooler thermometer(s)
- Metal Stem Probe Thermometer

MENU / FOOD HANDLING

Establishment Name *(where food is prepared)* _____

Address *(where food is prepared)* _____

FOOD ITEMS (list major ingredients)	TRANSPORTED (circle one)	SERVED (circle one)	METHOD OF ON-SITE COOKING, REHEATING, HOT HOLDING AND / OR COLD HOLDING
1)	hot / cold	hot / cold	
2)	hot / cold	hot / cold	
3)	hot / cold	hot / cold	
4)	hot / cold	hot / cold	
5)	hot / cold	hot / cold	
6)	hot / cold	hot / cold	
7)	hot / cold	hot / cold	

FOOD / UTENSIL PROTECTION

- All foods from approved source
- Cold foods kept cold at 5°C (41°F) maximum
- Hot foods kept hot at 60°C (140°F) minimum
- Foods reheated to 74°C (165°F) minimum
- Food transported in insulated containers
- Food and utensils stored at least 15 cm (6 inches) off the floor
- Food stored in covered containers, packaging or display enclosures
- Food not stored in water or undrained ice (including drinks)
- Condiments individually wrapped or in covered containers
- Food handled using utensils or gloves and additional utensils or gloves provided on-site in case of contamination
- Wiping cloths available and stored in approved sanitizing solution
- Straws wrapped or served from approved dispenser
- Single service utensils only (i.e. cups, dishes and cutlery)
- Single service utensils protected during storage (i.e. dispensers, individual packaging and cutlery stored in container, handles up)
- Equipment located to prevent contamination or equipped with effective sneeze guards

PERSONAL HYGIENE

- Food handlers not ill
- Uniforms or full length apron
- Proper hand washing assured
- Hair restraints

Applicant signature _____ Date _____ Set Up Date (for pre-opening inspection) _____
 Reviewed and Approved by _____ Date _____ Requested Time (for pre-opening inspection) _____