



Public Health & Social Services Department  
**Environmental Health Division**  
 412 Lilly Road NE  
 Olympia, WA 98506  
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**Temporary Food Establishment Application**  
**THURSTON COUNTY LICENSED CATERERS**

Submit this application to the Health Department at least 14 days before you plan to operate. If you plan to prepare foods before the event, additional time may be required for application review.

Caterer Name: \_\_\_\_\_

Caterer Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Contact Person: \_\_\_\_\_ Daytime Phone Number: \_\_\_\_\_

☞ *We need a phone number to reach the contact person between 8:00 AM and 5:00 PM* ☞

Event Name: \_\_\_\_\_ Location: \_\_\_\_\_

Event Dates: \_\_\_\_\_ Hours of Food Service: \_\_\_\_\_

Event Coordinator: \_\_\_\_\_ Daytime Phone Number: \_\_\_\_\_

*List all items to be served:*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

★★★ Please be advised that any application received less than seven (7) days prior to a major temporary event will be charged a late fee of \$60.00★★★

*I have read and agree to meet the requirements for a temporary food service establishment. I understand to receive the permit; I agree to comply with all temporary food service requirements. I understand if I don't meet the requirements for temporary food service establishments, my establishment may be closed.*

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Date*

**For Official Use Only**

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Comments:
















\_\_\_\_\_

\_\_\_\_\_





# Caterer's Check List

-  Equipment to provide proper hot holding.
-  Equipment to provide proper cold holding.
-  Hand washing station in the food preparation area.
-  Sanitizing solution for wiping cloths available.
-  Disposable gloves, tongs, utensils, bakery papers, napkins or similar devices available and used to eliminate direct hand to food contact with "ready to eat" foods - foods that will not receive any additional cooking before being served to the public.
-  Barbecues roped off to prevent direct public access.
-  Sneeze guards or employee serving in place to eliminate customer contamination of foods.
-  Metal stem probe thermometer provided to check food temperatures.
-  Thermometers provided in all refrigeration units.
-  All foods obtained from approved sources.
-  Foods and single service items stored off the ground or floor.
-  Employees with valid Food & Beverage Service Worker's Cards.
-  Dish and utensil washing facilities provided.
-  Garbage disposal (cans, dumpster, etc.) provided.
-  Covered booth provided if the event is located outside of a building.