



Health Department County of La Crosse, Wisconsin

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Public Health
Prevent. Promote. Protect.

Environmental Health Division (608) 785-9771

REQUIREMENTS FOR TEMPORARY FOOD ESTABLISHMENTS

Do I need a permit?

A temporary food permit is issued to serve food in conjunction with a special event. Contact the La Crosse County Health Department in order to determine if your food event requires a permit. Call (608)785-9771 between 8:00 a.m. and 4:30 p.m. Monday – Friday.

What are the requirements?

This brochure outlines the minimum requirements for a permit to serve food at an event. To avoid potential problems, contact the La Crosse Environmental Health Department when planning a temporary food event.

Failure to comply with any of the requirements may result in no permit being issued. If the permit has been issued, the permit may be revoked and the vendor will no longer be allowed to sell food at the event. The permit fee is not refundable.

How Do I Apply For A Permit?

To save money, submit the application for a Temporary Food Event **7 days prior to the event.** Apply for the permit through the La Crosse County Health Department at 300 4th Street North, Health & Human Services Building, Second Floor, La Crosse, Wisconsin. Phone number is (608)785-9771.

Application materials can be found on our webpage or at the Health Department office.

A Public Health Sanitarian will review the application and follow-up with the person in charge regarding questions and any necessary changes.

Food Sources

- All foods must be from an approved source. For animal products, approved sources are from a Wisconsin inspected facility or a USDA inspected facility which are identified by the legend on the packaging. Home canned and home prepared foods are not allowed. All foods must be prepared and stored in an approved facility.
- Water shall be from an approved source.
- Ice shall be from an approved source and stored separate from the food.

Thermometers

- A calibrated metal-stem thermometer with an approximate range of 0-220°F must be used for checking hot and cold temperatures.

Cold Holding

- Potentially hazardous foods must be stored at 41° F or less at all times.
- All potentially hazardous foods shall be stored in mechanical refrigeration unless otherwise approved by the Health Department.
- Unpackaged food cannot be in contact with Igloo type coolers.

Cooking

All parts of cooked, potentially hazardous foods must reach internal temperatures as outlined below:

- Poultry, poultry stuffing, stuffed meats 165°F
- Ground meats 155°F
- Pork 145°F
- Seafood and other potentially hazardous foods 145°F

Hot Holding

- Approved equipment shall be used for hot holding. Examples; Nesco roasters, pizza ovens, steam tables, or equipment approved by the Health Department
- Potentially hazardous foods must be stored at temperatures of 135°F or above during hot holding.

Leftovers

- Must be discarded at the end of the day, no exceptions.

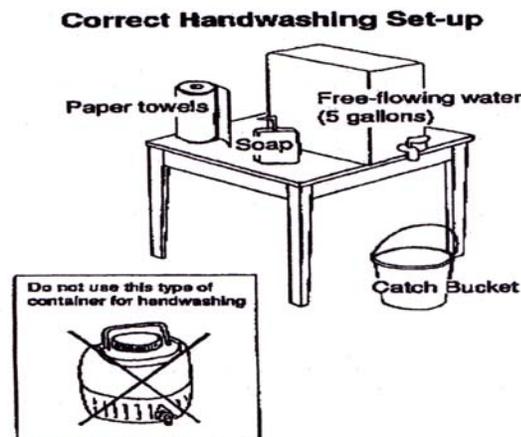
Thawing

Foods must be thawed using one of the following methods:

- In refrigeration units
- Under cold running water
- In the microwave as part of the continuous cooking process

Handwashing Facilities

- Free flowing warm water (85-110°F) must be supplied for handwashing. Provide water from a container with a turn valve handle (see diagram). Button type controls are not allowed.
- Hand soap and paper towels must be provided at the handwash stations.
- Chemical hand sanitizers do not replace handwash stations.
- Food handlers must wear clean clothes and hair restraints.
- Personnel cannot smoke or eat while inside the food stand.



Sanitizing Procedures

- A sanitizing solution must be available at all times during food preparation and food service. Bleach is the most common sanitizer used and the required concentration is:
1 capful of liquid bleach + 1 gallon of water = 100 ppm
- Do not add soap or detergent to the water.
- Wiping cloths must be stored in the sanitizing solution when not in use. Be sure to wipe all surfaces with the sanitizing solution after working with raw meats.

Dishwashing Procedures

- If utensils are to be washed onsite, dishwashing shall be set-up in 3 dish tubs:
 1. Wash in hot water and detergent
 2. Rinse in clear water
 3. Sanitize rinse – 100 ppm Bleach
 4. Air dry

Employee Illness

- Ill food handlers are one of the leading causes of foodborne illness.
- Food handlers that are experiencing or recently had symptoms such as diarrhea, nausea, vomiting and fever must not be allowed to work.
- Contact the Health Department with any questions regarding employee illness.

Set-Up and Food Protection

- Provide pallets, boxes or shelves so all food, utensils, and single service items can be stored at least 6 inches off of the ground.
- Cover food to protect it from contamination.
- No customer self-service is allowed except for condiments in dispensers (i.e. ketchup, mustard, relish, etc.) or pre-packaged food.
- Outdoor food services shall be covered by a canopy or tent.
- Food preparation such as chopping, slicing and mixing must be done in a commercial kitchen.
- If required by the Health Department, food preparation activities on-site shall occur in a screened enclosure and ground covering.
- Cooking areas shall be inaccessible to the public. Grill areas shall be roped or blocked.
- Area shall be clean and litter free. Provide adequate trash containers.
- Waste water must be disposed of in an approved manner - not in the storm sewer or on the ground.

Adequate Hot and Cold Holding Facilities

- Plan your menu to match your equipment. Make sure there are enough electricity/outlets for the equipment.
- All potentially hazardous cold foods shall be stored in mechanical refrigeration unless otherwise approved.
- ANY POTENTIALLY HAZARDOUS FOOD HELD AT IMPROPER TEMPERATURES MUST BE DISCARDED.

Checklist

- Discuss the event with the Health Department Sanitarian
- Sufficient power supply for hot and cold holding
- Temporary handwashing facilities
- Hot and cold holding equipment
- Single-use, non-latex gloves
- Ice purchased from a commercial source.
- Overhead protection canopy / Screened area if required by the Health Sanitarian
- Stem thermometer with range of 0-220°F
- Grill areas are roped off
- Sanitizer
- Dishwashing facilities
- Hairnets, caps, or other hair restraints
- Proper utensils and equipment with spares
- Food storage is off of the ground.
- Single service utensils and condiments dispensed
- Permit from the Health Department