

TO WHOM IT MAY CONCERN:

**FROM: AREA 1 HEALTH DEPARTMENT
ENVIRONMENTAL HEALTH SECTION**

We look forward to working with you to provide safe food to the public. Please send your completed **INFORMATION FORM** and your **APPLICATION FOR A PERMIT** form back to the Health Department as soon as possible. Remember to include **ALL FOODS AND THEIR SOURCES** to be sold on the information form. Also, we should communicate by phone or in person well before the event to be certain of the requirements. Our office hours are 8:00 A.M.- 9:00 A.M. and 4:30 P.M. - 5:00 P.M.

A **\$30.00** fee is required for **3 days or less- over 3 days add \$10.00 additional per day** to process your application. **Your event may qualify for a fee exemption – contact the County Health Department for information.** Please submit this fee as soon as possible by mail or in person to the appropriate County Health Department. Make checks payable to the “County Health Department”. Proof of fee must be made available before an inspection for a permit is performed.

Also, make note of the following information:

1. Read and provide the 12 basic requirements listed on the enclosed sheet.
2. Set up your food station as early as possible and provide for electric, water and sewage hookups. Have your hot water heater operating at full power
3. Food preparation and service should begin **ONLY AFTER YOU RECEIVE AN INSPECTION AND AN “OK TO PERMIT”**. Remember that food sales without a permit are illegal in the State of Alabama.
4. All food sold at the event must be from approved and properly labeled sources. These labels must be brought to this event for inspection. If the original package is not available at the event, the removed label shall be available.
5. All food sold must be prepared on site. If food is to be prepared at another facility, this must be approved by the health department **PRIOR** to the event.
6. Please obtain water in holding reservoirs locally from public supplies to assure that it is from an approved source.

Again, please return as soon as possible to the Health Department:

1. **INFORMATION FORM**
2. **APPLICATION FOR A PERMIT**
3. **\$30.00 PROCESSING FEE FOR 3 DAYS OR LESS – OVER 3 DAYS ADD \$10.00 ADDITIONAL PER DAY.**

Please call Mike Boggan at (256) 383-1231 if you have any questions concerning temporary food sales.