



Temporary Food Establishment License / Special Events

Temporary events include parades, street fairs, festivals, and similar events that operate for a specific term not to exceed 14 consecutive days. Normally, the applicant for a temporary license does not qualify for a permanent license. At the end of the event the establishment will be removed from the premises.

The annual Food Establishment License issued to restaurants and caterers for their permanent location or commissary is not applicable to a Temporary Food Establishment at events. Events open to the general public are not considered catered events.

REQUIREMENTS:

An application is required of all vendors who plan to provide food and/or beverages at an event. Included in the application is a list for events that will be attended using the same menu. The license for Temporary Events includes the approved menu and list of events as provided. If the same owner has more than one booth set up simultaneously then an application and fee for each booth is required.

A health department inspector will review the application(s) to determine if the food being served is Temperature Controlled for Safety (TCS). If TCS foods are being offered and the operator is not participating with his/her own licensed mobile food unit then a fee for licensure will be charged.

FEE:

The fee(s) will cover the temporary or intermittent food establishment for an entire calendar year; January 1 through December 31. The following conditions apply:

- If the menu is changed, a new application and fee is required.
- Vendors must notify CDH of any additional events not included on original application; an additional fee may apply.
- The food license must be on display at each event.
- Fraternal, Benevolent and Not for Profit 501C-3 organizations are exempt from paying the fee if they are serving no more than one meal per week Sun-Sat. An application is still required.

The application for a *Temporary Food Establishment License* can be found on our web site: <https://www.cdh.idaho.gov/eh-food-forms.php>. After downloading the form you must submit the application at least 30 days prior to the event. The license will be issued at the event after a passing inspection has been completed. Please refer to the **Vendors Packet** that describes the equipment and operational requirements.

Licensed Full Service or Limited Service Mobile Units must be included on the list of food vendors that is submitted to the health department from the event coordinator.

Downloads: <https://www.cdh.idaho.gov/eh-food-forms.php>

Temporary Food Establishment Application

Notification of Event

Vendors Packet