

## The Eclipse Event- April 8<sup>th</sup> 2024---

How to obtain a temporary Food Truck permit in Nashville, Indiana;

1. **The permit application;** The application can be found on our website: [www.in.gov/localhealth/browncounty](http://www.in.gov/localhealth/browncounty) under the left side tab choose "links/forms" and then under "food forms"- the "**Eclipse Temporary Foods permit Application 2024**"

### COMPLETE ALL SECTIONS ON THE FORM ! .

(DO NOT USE THE "MOBILE FOOD LICENSE" APPLICATION-- WE DO NOT ISSUE ANNUAL LICENSES FOR OUT-OF-COUNTY MOBILE TRUCKS)

2. **Provide copies of BOTH--**

- 1) **Certified Food Manager** certificate (one on staff required by Indiana Administrative Code 7-24 Section 15)
- 2) Your **Commissary contract** (required by IAC 7-24 Section 113)

3. **Mail or drop off the Temporary Application before March 25<sup>th</sup>.** Alternately, you can scan a copy, email it to "bchealth@browncounty-in.us" and call with a credit/debit card before March 25<sup>th</sup>. If you opt to file the license application by email, your license will be sent to you electronically and this license must be printed out and be with you for the inspection

4. **Pay the fee for the permit** - \$75 for five days, \$10 a day afterwards up to 14 days

5. **Get your mobile unit inspected** by the Health Department **by Thursday April 4<sup>th</sup>.** You can set up on-site where you will be selling and call for an inspection at that location, or bring the unit to the Health department prior to that date with an appointment. This inspection **MUST** be done by April 4<sup>th</sup>. **DO NOT** wait until the last minute or you might not receive an inspection and will not be able to open.

## **IMPORTANT!!! APPLICATIONS SUBMITTED AFTER MARCH 25<sup>th</sup> WILL NOT BE ACCEPTED!!!**

**Brown County Health Department 200 Hawthorne Drive, Nashville,  
Indiana 47448 812-988-2255**

**[www.in.gov/localhealth/browncounty](http://www.in.gov/localhealth/browncounty)**

**BROWN COUNTY HEALTH DEPARTMENT**  
**2024 TEMPORARY EVENT FOOD LICENSE APPLICATION**  
**◁ ECLIPSE EVENT ▷**

**BUSINESS NAME:** \_\_\_\_\_  
NAME OF THE ESTABLISHMENT SERVING FOOD AT THE EVENT

**PRINTED NAME OF THE OWNER OF THE BUSINESS:** \_\_\_\_\_

**PHYSICAL ADDRESS of BUSINESS:** \_\_\_\_\_  
\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

**CONTACT PHONE:** \_\_\_\_\_ **CELL PHONE:** \_\_\_\_\_

**PARKING LOCATION at event:** \_\_\_\_\_

**START DATE:** \_\_\_/\_\_\_/\_\_\_ **END DATE** \_\_\_/\_\_\_/\_\_\_ Time you will **Start** serving **FOOD:** \_\_\_\_\_ AM \_\_\_ PM \_\_\_\_\_

**PERSON IN CHARGE AT EVENT:** \_\_\_\_\_

**ADDRESS OF YOUR COMMISSARY:** \_\_\_\_\_  
\_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

A commissary/servicing area is **required** where normally your supplies are stored, the mobile unit is serviced, including waste disposal and where the unit is cleaned. No food is to be stored or prepared at home- food produced outside the unit must be prepared in a licensed commercial kitchen .

**--A copy a Commissary contract must be provided with this application unless you are selling only pre-packaged foods--**

**CERTIFIED FOOD MANAGER REQUIRED ON STAFF:**

**(acceptable -ServSafe, 360 Training, Nat'l Registry Food Safety Professionals, Prometric, or "Above Training")**

**NAME:** \_\_\_\_\_

**CERTIFICATE NUMBER:** \_\_\_\_\_ **Issued by** \_\_\_\_\_ **Exp** \_\_\_\_\_

**--PROVIDE COPY OF CERTIFICATE--**

**ALL FOOD IS TO BE PREPARED IN THE MOBILE UNIT or COMMISSARY!**

Unless the food is pre-packaged, labeled, sealed, commercially prepared product

Hand-washing facilities must be provided at **ALL food prep areas** (water must be 85 degrees or more)  
This includes alongside smokers, and all prep areas outside the mobile unit.

**You must submit application and payment**  
**BY MARCH 25<sup>th</sup> 2024:**

FOODS BEING PREPARED	FOOD INGREDIENT SUPPLIER
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**-OVER-**

- 1.) How will food be cooked at event? \_\_\_\_\_
- 2.) How will food be kept hot? (Above 135°F) \_\_\_\_\_
- 3.) How will food be kept cold? (Below 41°F) \_\_\_\_\_
- 4.) How will food be transported and how long in transit? \_\_\_\_\_

SIGNATURE OF OWNER \_\_\_\_\_

PRINTED NAME \_\_\_\_\_ DATE \_\_\_\_\_

If application is denied, Temporary Food License Fee will be returned through the Brown County Auditor's office within approximately 30-45 days

APPROVED by EHS \_\_\_\_\_ DATE \_\_\_\_\_  DENIED by EHS \_\_\_\_\_ DATE \_\_\_\_\_

**Temporary Food License Fee: \$75.00 minimum—for 5 days**  
**\$10.00 per day after the 5th day, 14-day maximum limit**  
**You must submit application and payment BY MARCH 25<sup>th</sup> 2024:**  
***NO APPLICATIONS ACCEPTED AFTER MARCH 25<sup>th</sup>***  
 Submit in person- Brown County Health Department  
 200 Hawthorne Drive  
 Nashville IN 47448  
 or **email; [bchealth@browncounty-in.us](mailto:bchealth@browncounty-in.us)**  
**CALL BY PHONE TO PAY: (812) 988-2255**  
**cash, credit and debit cards (3% fee) and approved checks**  
**You may EMAIL or fax (812-988-5603) your application and then call in your credit card**  
**information to;**  
**812-988-2255**

**-----INSPECTION OF YOUR UNIT IS DUE BY APRIL 4<sup>th</sup>.-----**

# Temporary Food Establishment Checklist

Brown County Health Department 200 Hawthorne Drive IN 47448  
812-988-2255 [www.in.gov/localhealth/browncounty](http://www.in.gov/localhealth/browncounty) [bcenvironmental@browncounty-in.us](mailto:bcenvironmental@browncounty-in.us)

Compliance with all applicable sections of Indiana Code - 410 IAC 7-24 is required,

## ADMINISTRATIVE INFORMATION:

- Turn in Temporary Food Establishment applications and fees to the Brown County Health Department at least 14 day(s) prior to an event and display the License in view of the public at all times
- Certified food handler: Required.** The name and proof of certification must be provided. (There is no Certified Food Handler required for non-profit organizations)

## FOOD AND WATER SOURCES:

- All water must be obtained from acceptable sources such as public water
- Food must be from licensed suppliers
- Food cannot be made at home – it must be made in the unit** or in an approved, licensed kitchen/establishment and properly transported.

## FOOD PREPARATION and HANDLING:

- All foods that require refrigeration must be held at 41°F or below at all times. Frozen foods shall be frozen solid and stored at 0°F.
- There must be a thermometer in **each** cold holding unit- refrigerator or cooler and freezer
- All hot food being held must be at 135°F or above at all times.
- All cooked food requiring cooling must be cooled from 135°F down to 70°F within two (2) hours and from 70°F down to 41°F within an additional four (4) hours. All potentially hazardous food requiring reheating must be rapidly reheated to 165°F within two (2) hours for 15 seconds.
- All frozen food requiring thawing must be thawed in a cooler, or in a water bath under 70°F with continuous water flow or in a microwave and then immediately cooked
- All food products must be cooked to the proper internal food temperatures. (*Chicken or stuffed items to 165°F, Steaks/fish to 145°F, Hamburgers to 155°F, eggs to 145°F, all vegetable dishes to 135°F*)
- A properly calibrated thermometer must be provided for monitoring internal food temperatures

## FOOD PROTECTION:

- Bare hand contact with READY-TO-EAT food is not permitted.** Tongs, spatulas, single-use gloves, or deli tissue must be used as a barrier.
- Overhead protection must be provided over all food and beverage service, preparation, storage, warewashing and handwashing areas
- All food and beverage products, ice, utensils, single-service and single-use items, dishes, equipment, and handwashing and warewashing facilities must be stored up off the floor/ground at **least six (6) inches** at all times.
- Condiments must be in labeled bottles or in individual wrappers

## UTENSILS/DISHWARE:

- Only single-service/use (paper or Styrofoam) eating and drinking utensils/dishware may be provided to the consumer.

## HANDWASHING

- At least one (1) conveniently located handwashing sink or station must be available for employee handwashing at all times in/at each unit. **If any food preparation takes place outside of the main unit, a separate handwashing station must be provided at that location**, such as beside a grill or cooker (Sec. 128, 130, 343-345)
- The handwashing station can be a container of warm running water, hand soap, individual paper towels, a container to catch the wastewater, and a waste paper container

## DISHWASHING FACILITIES:

- Sinks or Tubs must be available to wash, rinse, and sanitize all utensils, dishware, and equipment used for food preparation and service.
- Proper sanitizer (Bleach or tablets) must be provided AND used (Sec. 248-320, 342)
- If chemical sanitizer is used, a **proper test kit** must be provided AND used

- Manual dishwashing—
  1. **WASH** (soapy water with 110°F water temperature),
  2. **RINSE**,
  3. **SANITIZE**
  4. **AIR DRY**. (Sec. 270, 273, 304)

**WATER AND WASTEWATER FACILITIES:**

- All water hoses must meet the requirements detailed in 410 IAC 7-24 for use with drinking water. (Sec. 364)
- All liquid waste must be disposed of in a sanitary manner in accordance with all applicable federal, state and local requirements. (Sec. 374-376, 379-380)

**WIPING CLOTHS for COUNTERS:**

- In between uses, wet wiping cloths must be properly stored in sanitizer solution that is at the right concentration

**HYGIENE and PERSONAL CLEANLINESS:with a straw**

- NO smoking, eating or drinking (except from a covered drink container with straw) is permitted in any food preparation or service area.
- Proper and effective hair restraint must be provided and worn by all persons preparing or serving food; *hairnets, visors (if a hairnet is worn beneath), hats, scarves, etc.* (Sec. 138)
- ANY FACIAL HAIR must also be restrained with a beard snood or beardnet
- NO SICK PERSONNEL PERMITTED

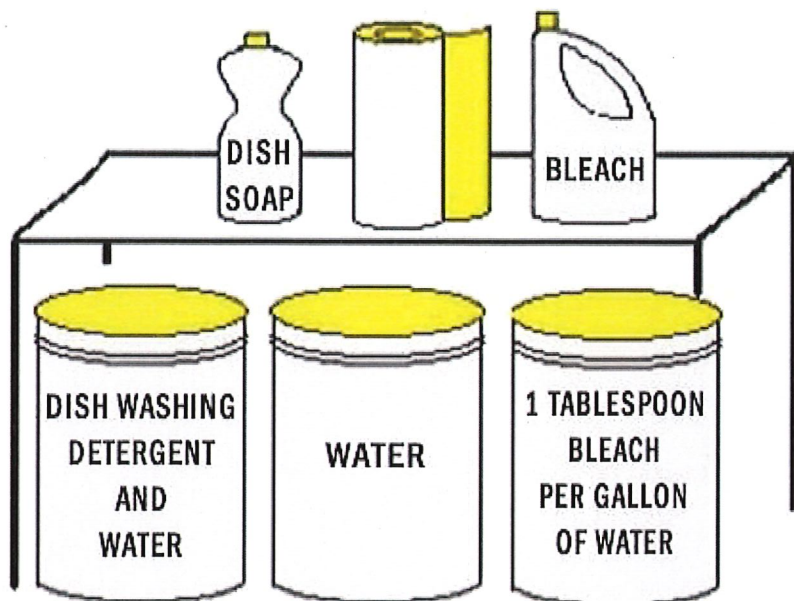
**INSECT CONTROL, LIGHTING, and FACILITY SURFACES :**

- If possible, screening, fans, and/or tight-fitting doors should be on the unit
- Adequate lighting must be provided and shielded/protected. (Sec. 410-411)
- Floors, walls, and ceilings must be smooth, durable and cleanable. *Temporary flooring like linoleum or mats is acceptable*

**CHEMICALS or TOXIC MATERIALS**

- Chemicals, poisonous or toxic materials must be stored so they cannot contaminate food, equipment, utensils, linens, and single-service and single-use articles. (Sec. 439)

*ACCEPTABLE WARE WASHING STATION-*



QUESTIONS????

**Contact the Brown County Health Department at 812-988-2255**