

## TEMPORARY FOOD SERVICE ESTABLISHMENT LICENSE APPLICATION

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Name of Food Establishment (doing business as): \_\_\_\_\_

Name of Licensee/Owner: \_\_\_\_\_

*(Licensee is legally responsible for the operation of the FOOD ESTABLISHMENT such as the owner, the owner's agent, or other person. Person is an association, a corporation, individual, partnership, other legal entity, government, or governmental subdivision or agency.)*

Name of Agent for the Corporation/Owner if applicable: \_\_\_\_\_

Licensee/Owner Phone Number: \_\_\_\_\_

Licensee/Owner Street Address, City, State and Zip Code: \_\_\_\_\_

Mailing Address (Street Address or PO BOX number, City, State and Zip Code):  
\_\_\_\_\_

Contact Person Name: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

### **Event Information**

Name of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Time of Event: \_\_\_\_\_

**Food Information: Please list all food and beverages that will be served or offered at the event:**

- Will all foods be prepared ONSITE at the temporary food service establishment?  
☐Yes    No☐
- If No, then please indicate which food items will be prepared PRIOR to the event AND proposed location(s) to prepare these foods\*\*:

**\*\* All food must come from a commercial approved source or be prepared in an approved commercial kitchen unless it is a cottage food. Cottage foods are non-potentially hazardous (i.e. do not require refrigeration for safety) and are produced within the home kitchen of a domestic residence. Persons planning to sell cottage food at events must register as a cottage food vendor prior to the event.**

**Before completing the next section, read the “TEMPORARY FOOD SERVICE ESTABLISHMENT INSPECTION REQUIRMENTS” (document attached)**

**PLEASE ANSWER ALL OF THE FOLLOWING QUESTIONS:**

1. How will foods be held hot (above 135° F)?
2. How will foods be held cold (below 41° F)?
3. How will temperatures of food and coolers be monitored?
4. How will food handlers wash their hands?
5. How will food handlers prevent bare hand contact with ready-to-eat foods or cooked foods?
6. How will food be protected from contamination from the environment and the public?
7. How will you clean and sanitize utensils or equipment?
8. What specific sanitizer will be used on food contact surfaces?  <i>Do you have test strips for the sanitizer being used?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No
9. How will you dispose of wastewater, used oil or grease?
11. If using produce, how will it be washed?
12: Name(s) of certified food handler or certified food protection manager that will be onsite during operation:  <i>Certification expiration date:</i>
13. What is the power source for your food equipment?
14. What is your source of potable water?

15. If applicable, how will you reheat foods?

16. If applicable, how will you cool foods?

### **Mobile or Transient Retail Food Establishment Requirements**

- Are you a mobile retail food establishment (food is served or sold from moveable vehicle, trailer, pushcart that periodically or continuously changes location and requires a SERVICE BASE)? ☐ Yes ☐ No ☐
- Are you a Wisconsin transient retail food establishment (moveable vehicle, trailer, pushcart or concession stand that only operates in conjunction with public events)? ☐ Yes ☐ No ☐
- IF YES to either question above, you must still meet the attached TEMPORARY FOOD SERVICE ESTABLISHMENT INSPECTION REQUIREMENTS . Equipment for maintaining food temperatures, dishwashing, and handwashing must be in working order. If these requirements cannot be met on the unit, they must be provided externally as in the case of a food stand.
- ***IF YES to either question above, please submit copy of your current Mobile or WI Transient Retail Food Establishment License and Service Base Sharing Agreement if applicable.***

### **License Fees**

As determined by the Oneida Food Service Law Fine, Penalty, and Licensing Fee Schedule, the cost of Temporary Food Service Establishment license is \$30.00 **and is included in the payment for the Food Booth/Truck Vendor Spot.**

#### **License fee is waived for the following:**

- Oneida Mobile Food Establishment
- Wisconsin Mobile Food Establishment
- Wisconsin Transient Retail Food Establishment
- Oneida Nation Food Service Program

PLEASE REMIT COMPLETED APPLICATION TO [twebster@oneidanation.org](mailto:twebster@oneidanation.org) OR MAIL TO:

Oneida Pow-wow Event Team  
Attn: Tonya Webster  
PO Box 365  
Oneida WI 54155

## **Final Acknowledgements**

**Read and check each statement if you agree:**

- ☐ I agree there will always be at least one person onsite at my temporary food service establishment at the above event who has successfully completed an Oneida Food Handler Safety Course (or another course recognized and accepted by the EHS Area) and this person will be able to show proof of certification on site.
- ☐ I understand and accept the requirements of set up for a TEMPORARY FOOD SERVICE ESTABLISHMENT. (SEE attached TEMPORARY FOOD SERVICE ESTABLISHMENT INSPECTION REQUIREMENTS).

**Please read below and sign in agreement:**

- 1) In accordance with the Oneida Food Service Code, I the undersigned, do hereby respectfully make application to the Environmental, Health & Safety Area of the Oneida Nation for a Temporary Food Service Establishment License to sell food.
- 2) I, \_\_\_\_\_, (***print your first and last name***) agrees to fully indemnify, defend and hold harmless the Oneida Nation and each of their respective subsidiaries, affiliates, officers, directors, and employees from and against all liability, claims, actions, suits, demands, damages, judgments, costs, losses and expenses, including reasonable attorney's fees or responsibility whatsoever for any ill-effect, injury, or loss incurred by Patron or any third party including, but not limited to, all manner of actions of any type arising from, connected with or related to the purchase of, preparation of, and selling or serving of food.
- 3) The Oneida Nation *recommends* you obtain and maintain general liability insurance, including product liability, in the event of a food borne illness claim related to your food product.
- 4) I hereby certify that I am familiar with the Oneida Food Service Code pertaining to the conditions of said establishment on the Oneida Nation, and I hereby agree, if granted said license, to obey all provisions of said Oneida Food Service Code and agree to the indemnification, defend and hold harmless statement above.

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Print Name

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Signature

Date: \_\_\_\_\_

**For Office Use Only:**

Date application received by Sanitarian: \_\_\_\_\_

Amount of fee paid: \_\_\_\_\_

Check or money order number: \_\_\_\_\_

Date Application Approved: \_\_\_\_\_

Date License Issued: \_\_\_\_\_

Review Comments:

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