



City of McAllen

Environmental & Health
Code Compliance
PO Box 220
McAllen, TX 78501-0220
(956) 681-1900
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“Temporary Event Requirements”

SANITARY REGULATIONS GOVERNING EVENTS WHERE THERE WILL BE FOOD PREPARATION FOR THE PUBLIC IN THE CITY OF MCALLEN, TEXAS.

This information has been condensed from the Texas Department of Health Regulations and the City of McAllen Ordinances to assist you in setting up and operate your event in a “**sanitary and healthful**” manner while minimizing the possibility of a **Food-Borne Illness**.

OPERATIONS MUST ABIDE BY THE FOLLOWING ITEMS:

- 1. APPLICATION FOR PERMIT:** Individuals must obtain a food permit (2) two weeks prior to the proposed temporary food service event. Application forms can be obtain and processed at the Health and Code Enforcement Department located on **311 N 15th St.** Once the application has been approved, there will be a **non-refundable \$50.00 fee for the permit.**
- 2. FOOD HANDLERS CERTIFICATION:** Food handler certification is required for individual(s) operating a food booth with potentially hazardous foods. Consult the Health and Code Enforcement Department to obtain a private list of Approved Food Safety Vendors/Instructors that provide food handler courses. The City of McAllen will assess a **\$15.00 ID card fee per person** once the individual presents a certificate of passing the course. **Attach copies of food handler certifications or ID cards with the application.**
- 3. BUILDING STRUCTURE:** Booths where foods are handled must have all sides covered from the ground level to a minimum of (30) thirty inches high and have an overhead covering. Walls, floors, ceiling, screening, and or other structural items must be provided to control insects and air-borne contamination. Modifications and waivers when adequate measures for food protection are provided must be “**APPROVED**” prior the food event. (**As per Health Authority**)
- 4. MENU:** Food Products must come from an “**APPROVED SOURCES**”. Foods that have been prepared at home are “**NOT ALLOWED**”, unless the facility where the food was prepared has been permitted by a “**LOCAL REGULATORY AUTHORITY**”. **All prepared food items are not to be used for more than a one-day event.**
- 5. COOKING:** Use a food thermometer to check for hot and cold holding temperatures of “**POTENTIALLY HAZARDOUS FOODS**”. Hamburgers and other ground beef should be cooked at least 155⁰ F or until juices run clear. Cook poultry, pork, and other meats must completely be heated “heat all parts of the food” to least 165⁰ F with no interruption of the cooking process.
- 6. STORAGE OF PERISHABLE FOOD:** All perishable food shall be kept refrigerated continuously at or below 45⁰ F, unless it is kept hot at or above 140⁰ F. Be prepared to supply extra equipment, as needed, to maintain these temperatures.

7. **UTENSILS AND EQUIPMENT:** Only “**SINGLE SERVICE ARTICLES**” (disposable cups, dishes, and implements) shall be used for serving food and drinks. The single service articles shall be kept in the carton in which they were purchased, or in sanitary dispensers. Straws, if used, shall be the type that is individually wrapped. Cooking utensils and equipment shall be of “**EASILY CLEANABLE**” construction.
8. As a minimum requirement, operations require at least a (5) five gallon bucket: (1) one with detergent/water and (1) one with bleach/water (1 **teaspoon per gallon**). A two compartment utility sink with running water may be required where there is extensive food preparation.
9. **HEALTH AND HYGIENE:** Only healthy workers should prepare and serve food. Anyone who shows symptoms of a disease or who has an open sore or infected cuts on his/her hands should not be allowed to operate or handle food. Workers should wear clean clothing, caps or hair restraints, and shall keep their hands clean at all time. All food handlers should wear clean disposable gloves when handling food. Smoking, eating, or drinking is prohibited in the food preparation areas.
10. **HAND WASHING FACILITIES:** Each concession shall be provided with suitable hand washing facilities, which shall be used for no other purpose. The facilities shall include running water with proper faucets. The waste water tank must be 15% larger in volume than the portable water tank. Soap and towels must be provided at all times. Any person engaged in the food concession who leaves the food preparation for any reason shall wash their hands before resuming duties in the area. These facilities may be modified but must be approved by Health Authority.

Hand Washing

All staff at temporary food service events should be instructed in the proper method of hand washing. The following may serve as a guide:

- Use soap and water
- Wash All surfaces, including:
 - Back of hands
 - Wrists
 - Between fingers
 - Under fingernails using a good brush
- Rub your hands vigorously as you wash them
- Rinse your hands well
- Dry hands with a paper towel

11. **SANITIZING SOLUTION:** A solution with household bleach and water should be available at all times for sanitizing utensils, wiping cloths, and all working surfaces.
12. **DISPOSAL OF WASTES:** Liquid waste shall not be dumped into streets, storm sewers, on any ground surfaces, and/or any public place except in a sanitary sewer. Covered containers must be provided for such liquids which shall be hauled away by the operator and disposed of in an approved sanitary manner. Enough garbage containers with tight fitting lids are to be provided for garbage and rubbish storage. These cans must be covered at all times, kept clean, and contents hauled away daily.



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**SPECIAL EVENT APPLICATION
 TO OPERATE A FOOD
 CONCESSION & BOOTH**

*****SUBMIT THIS APPLICATION TWO WEEKS PRIOR TO THE EVENT*****

Event Name: _____

Location of Event: _____

Dates of Event: _____ **Time of Food Prep.** _____ **Time of Food Sale:** _____

Name of Concession or Booth: _____ **# of Booths** _____

Applicant Name: _____ **Phone #:** _____ **Fax #:** _____

Application Address: _____

Please list all foods to be served. Include how you plan to keep potentially hazardous foods, (meat, seafood, poultry, eggs, daily items, and cooked beans/rice/paste). **REQUIRED TEMPERATURES (Hot: 140° F or above, Cold: 45°F or below before and after cooking).**

FOOD ITEMS	OFF SITE PREP. YES/NO	COOKING PROCEDURES (E.G. deep fry, grill, BBQ)	FOOD TEMPERATURE HOLDING METHODS

Additional food items can be added in the next page:

Facility Name for Offsite Prep. _____

Address: _____

Hand Washing Facilities: As a minimum, you need a (5) gallon container with a spigot, a bucket for wastewater, pump soap, and paper towels. Plumbed sink may be required.

Utensils Washing Facilities: **ON SITE:** _____ **OTHER:** _____

As a minimum, you need (2) two gallon buckets: (1) one with detergent/water, (1) one with chlorine/water (**1 teaspoon per gallon**). Plumbed sinks may be required where there is extensive food preparation.

*****NO HOME FOOD PREPARATION OR STORAGE IS ALLOWED*****

I have read, understand, and will comply with the Temporary Food Facility Requirements.

Signature of Applicant: _____ **Date:** _____

Permit Fee: \$50.00

Inspector's Name: _____

Additional food items can be added in this section:

Please list all foods to be served. Include how you plan to keep potentially hazardous foods, (meat, seafood, poultry, eggs, dairy items, and cooked beans/rice/paste). **REQUIRED TEMPERATURES (Hot: 140° F or above, Cold: 45°F or below before and after cooking).**

FOOD ITEMS	OFF SITE PREP. YES/NO	COOKING PROCEDURES (E.G. deep fry, grill, BBQ)	FOOD TEMPERATURE HOLDING METHODS