

Temporary Food Establishments

Temporary Event Organizers

To alert the Health Department of the dates/times of events, number of food and beverage vendors, and other important information, event organizers should complete this survey: <https://redcap.link/temporaryeventorganizersurvey> as soon as possible and at least 14 days in advance of the event.

For events in the following counties, please contact the local health departments directly, instead:

- Chattanooga/Hamilton County: 423-209-8118
- Jackson/Madison County: 731-423-3020, ext. 2002
- Knoxville/Knox County: 865-215-5200
- Nashville/Davidson County: 615-340-5620
- Memphis/Shelby County: 901-222-9190

What is a Temporary Food Establishment (TFE)?

A food service establishment that operates at a fixed location in conjunction with an organized temporary event for more than one (1) day and not more than fourteen (14) consecutive days § 68-14-703(14).

How is a TFE different from other types of food establishments?

- Temporary food establishments operate for a limited amount of time and with limited resources.
- Must be associated with an organized event such as fairs, carnivals, circuses, multicultural celebrations, and public gatherings.

Temporary Food and Beverage Vendors- Do I need a permit?

According to § 68-14-706 you need a temporary food permit if you plan to prepare and serve foods or beverages to the public at an organized event:

- No person may operate a food establishment without first obtaining a valid permit.
- Permits are not transferrable.
- Valid permits must be posted onsite in view of the public during operation.

The following types of temporary vendors do NOT require a temporary food permit:

- No preparation is involved, example: vendor serves only prepackaged foods/drinks.

- Nuts that have not been removed from their shells.

What are the requirements to get a TFE permit?

Temporary Food Establishments must meet the requirements of the Tennessee [Food Service Establishment rules](#), receive an inspection, and pay the permit fee of \$30.00 in order to obtain a permit. See requirements checklist on the next page.

How much does a Temporary Food Establishment permit cost?

The temporary permit fee is \$30 for each temporary food permit. This fee is currently paid onsite at the event once an inspection has been made and you are approved to operate.

What is the application process to get a TFE permit?

To apply for a temporary food permit in the following counties, you must apply directly to the local county health departments:

- Chattanooga/Hamilton County: 423-209-8118
- Jackson/Madison County: 731-423-3020, ext. 2002
- Knoxville/Knox County: 865-215-5200
- Nashville/Davidson County: 615-340-5620
- Memphis/Shelby County: 901-222-9190

It is important to apply for a temporary permit at least 14 days prior to the event.

To apply for a temporary permit for an event planned in any other Tennessee county than those listed above, complete this survey: <https://redcap.link/TFEVendorSurvey>.

Once you complete this application, it will be reviewed by the local Environmental Health Specialist (EHS). You will be contacted by the local EHS who will arrange to inspect and permit the TFE at the event; provided the requirements are met.

Inspections

Prior to issuing a Temporary Food Permit, an Environmental Health Specialist will conduct a pre-operational inspection to determine compliance with the [Tennessee Food Service Establishment rules](#). Once the inspection is complete and compliance is verified, a permit will be issued.

TEMPORARY FOOD ESTABLISHMENT PERMIT REQUIREMENTS

Read and check off each of the items below to ensure you understand the requirements to comply with the [Tennessee Food Service Establishment rules](#) and qualify for a Temporary Food Establishment permit.

- ☐ **Submit an application.** To apply for a temporary food permit in the following counties, you must apply to the local county health departments directly:
Davidson County: 615-340-5620 Hamilton County: 423-209-8118
Knox County: 865-215-5200 Madison County: 731-423-3020 ext. 2020
Shelby County: 901-222-9190
- ☐ Temporary food establishments in all other counties must complete and submit this survey at least 14 days before the event: <https://redcap.link/TFEVendorSurvey>.
- ☐ **Permit posted.** A permit must be obtained prior to operating a Temporary Food Establishment in Tennessee. The permit must be posted at the booth and visible to the public for the duration of the event.
- ☐ **Person in Charge (PIC):** A designated person must be on site during all hours of operations of the TFE. The Person in Charge is responsible for ensuring compliance with the Tennessee Department of Health Food Service Establishment rules.
- ☐ **Employee Health:** Employees must not work when ill with diarrhea, vomiting, jaundiced, been diagnosed with an infection (*Salmonella* Typhi, Shigella, E. Coli, Hepatitis A Virus), or experiencing sore throat with fever.
- ☐ **Food Preparation:** All food preparation must be conducted in the permitted booth or a kitchen approved and permitted by the Tennessee Department of Health, such as permitted restaurants. Home preparation of foods is **NOT** allowed.
- ☐ **Handwashing:** Food employees shall wash their hands upon entering the booth, immediately before preparing food, after using the restroom, and as often as necessary.
- ☐ **No Bare Hand Contact:** Prevent bare hand contact with ready-to-eat foods by using clean gloves, tongs, deli paper, or other utensils.
- ☐ **Handwashing Facilities:** Temporary or portable handwashing stations are required in all temporary food establishment booths or tents where food preparation is conducted. A temporary handwashing station consists of a five-gallon insulated container with a continuous flow spigot, a five-gallon discard bucket to collect the dirty water, hot water between 100°-120° F, soap, and paper towels. A sign must be posted that says, "Wash Your Hands".

- Baby wipes, sanitizing cloths, or hand sanitizer are not acceptable to use instead of handwashing.
- Additional handwashing stations may be required in large or complex operations.



☐ **Prevent Cross Contamination**

- Separate raw meat from ready-to-eat foods. Keep raw meats below ready to eat foods.
- Separating types of raw meats from each other during storage, preparation, holding, and display.
- Hands, equipment, and utensils (including knives, cutting boards, and food storage containers) must be thoroughly washed, rinsed, and sanitized after being used for raw animal foods and before being used for ready-to-eat food.

☐ **Cooking:** Cook all foods to the proper temperatures and times:

- **165°F for 15 seconds** – poultry, stuffing, and stuffed foods (meats/pasta)
- **155°F for 15 seconds** - ground and injected meats and pooled raw eggs
- **145°F for 15 seconds** – fish, shellfish, beef, pork, eggs

☐ **Cold Holding:** Hold cold TCS/potentially hazardous foods at 41°F or less at all times

☐ **Hot Holding:** Cooked TCS/potentially hazardous foods that are not immediately served must be held at 135°F or higher.

☐ **Reheating:** Reheat potentially hazardous food to **165°F or higher** within **1 hour**.

Discard hot food at the end of the day. Use stoves, grills, or microwaves for quick reheating. Steam tables and slow cookers are **not** approved for reheating.

☐ **Thermometer:** A metal-stem thermometer is required to verify cooking and holding temperatures.

☐ **Cooling:** Cooling of cooked food is **not** allowed at a Temporary Food Establishment.

☐ **Employee Restrooms:** Toilet facilities must be available to employees and be readily accessible during all times of operation, and be provided with handwashing facilities that have potable, warm, running water.

☐ **Food Protection and Storage:** Store all food at least 6 inches off the ground or in water-tight containers. Foods must be protected by covering while on display. Raw meat must be stored in containers separate from ready-to-eat food.

- ☐ **Sanitizer:** Provide a sanitizer solution with wiping cloths. Mix one teaspoon of liquid bleach with one gallon of cool water. Other sanitizers, such as quaternary ammonium, may also be used. Change sanitizer solution often or when it becomes cloudy. A separate sanitizer solution is required for raw and ready-to-eat food.
- ☐ **Dishwashing Facilities:** If any reusable utensils or equipment is used in the temporary food establishment, it must be washed, rinsed, and sanitized in an approved 3-step process. At a minimum, each temporary food establishment using utensils or dishware must be equipped with:
 - Three basins, each large enough for complete immersion of utensils, a potable hot water supply, and an approved disposal system for the wastewater.
 - Wash with soap and water in the first basin, rinse with clean water in the second bin, and sanitize in a solution of 1 teaspoon unscented chlorine bleach per one gallon of clean water in the third bin. The concentration of the chlorine solution must be between 50-100 ppm. Use chemical test strips to check the concentration of chloring solution. Let utensils sit in the sanitizer solution for at least 30 seconds, then air dry.
 - Chemical test strips must be used to check that the concentration of chlorine in the sanitizer solution is the correct concentration. These can be obtained online by searching the term 'chlorine test paper 10-200ppm'.
- ☐ **Wastewater:** Wastewater must not be dumped on the ground or into storm drains.
- ☐ **Chemicals:** All cleaning supplies and chemicals must be properly labeled, used, and stored away from food and food-contact surfaces.