



**Brooks County Health Department**  
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[www.southhealthdistrict.com/brooks](http://www.southhealthdistrict.com/brooks)

## **APPLICATION FOR A TEMPORARY NON-PROFIT FOOD SERVICE PERMIT**

The undersigned hereby applies for a permit to operate a Temporary Non-profit Food Service Establishment pursuant to the O.C.G.A. 26-2-390 thru 26-2-393. Complete and forward this application along with a copy of I.R.S. form 501C or a letter determining tax exempt status from the Georgia Commissioner of Revenue to the Brooks County Health Department as proof of non-profit status.

Name of non-profit event: \_\_\_\_\_

Location of non-profit event: \_\_\_\_\_

**(Depending on location, written permission from property owner may need to be granted)**

Name of temporary food service: \_\_\_\_\_

Owner: \_\_\_\_\_

Operator: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner Telephone Number: \_\_\_\_\_

Operator Telephone Number: \_\_\_\_\_

Event Beginning Date: \_\_\_\_\_ Event Ending Date: \_\_\_\_\_

Foods Served: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**(All condiments and single service items such as knives, forks and spoons shall be commercially wrapped.)**

Food Source(s): \_\_\_\_\_  
\_\_\_\_\_

Type of Overhead Protection (minimum is a tent): \_\_\_\_\_  
\_\_\_\_\_

How will food be transported to cook/serve area? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How will food be kept cold (45° F or below) till served or cooked? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How will food be kept hot (140° F or above) till served? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are thermometers available to insure proper temperature of food? \_\_\_\_ Yes \_\_\_\_ No

If buffet line is used, how will sneeze guard be set up? \_\_\_\_\_  
\_\_\_\_\_

Explain how hand washing facility will be set up at this location? \_\_\_\_\_  
\_\_\_\_\_

Explain procedures for eliminating bare hand contact with cooked food and ready-to-eat food?

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The undersigned hereby applies for a permit to operate a Temporary Non-Profit Food Service Establishment pursuant to the OCGA 26-2-390 through 26-2-393.

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

Choose one: \_\_\_\_\_ Owner      \_\_\_\_\_ Operator

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## GEORGIA REQUIREMENTS FOR A NON-PROFIT FOOD SERVICE PERMIT

- 1: To be approved for a non-profit permit, the event must meet each item listed:
  - a. Is sponsored by a political subdivision of the State of Georgia or by an organization exempt from taxes under paragraph (1) of subsection (a) of the Code Section 48-7-25 or under Section 501(d) or paragraphs (1) through (8) or paragraph (10) of Section 501(c) of the Internal Revenue Code, as that code is defined in Code Section 48-1-2. **Evidence of tax exempt status may be required before a non-profit food permit is issued;**
  - b. Is held on the property of such sponsor or on the property of a party that has provided written consent for use of such property for such event. **If required, written consent must be provided before a non-profit food permit is issued;**
  - c. Last 120 hours or less; and
  - d. When Sponsored by such an organization, is authorized to be conducted pursuant to a permit issued by the municipality or county in which it is conducted.
- 2: Food shall be in sound condition, free from spoilage, filth, or other contamination and shall be safe for human consumption.
- 3: Food shall be obtained from sources that comply with all laws relating to food and food labeling.
- 4: The use of food in hermetically sealed containers that was not prepared in a licensed food processing establishment is prohibited.
- 5: At all times, including while being stored, prepared, displayed, served or transported, food shall be protected from potential contamination, including dust, insects, rodents, unclean equipment and utensils, unnecessary handling, flooding, drainage, and overhead leakage or overhead drippage from condensation.
- 6: The temperature of potentially hazardous food shall be either 45 degrees Fahrenheit or below or 140 degrees Fahrenheit or above at all times.
- 7: The preparations of the following potentially hazardous foods are prohibited; unless, the organization has an established hazard control program:
  - a. Pastries filled with cream or synthetic cream;
  - b. Custards;
  - c. Products similar to the products listed in Article 14 paragraphs (1) and (2) of this subsection; or
  - d. Salads containing meat, poultry, eggs, or fish.
- 8: Frozen desserts shall only be produced using commercially pasteurized mixes or ingredients.
- 9: Suitable utensils must be provided to eliminate bare hand contact with ready to eat foods.
- 10: All utensils and equipment shall be cleaned periodically as necessary to prevent a buildup of food.
- 11: Ice that is consumed or that contacts food shall be from an approved source and protected from contamination until used.
- 12: Ice used for cooling stored shall not be used for human consumption.
- 13: Food shall be served in an individual-meal type container and handed to the customer.

14: Food items shall not be transported for sale at any other location or sold, held, or reused at another event.

15: A convenient hand washing facility shall be available for employee hand washing. This facility shall consist of, at least, running water, hand soap, and individual paper towels.

16: This Code section shall in no way be construed to allow the sale of food items which have been packaged, bottled, or canned in unapproved facilities.