



## Environmental Services

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Environmental Health & Safety Division  
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TO: 2024 Got to be NC Vendors

FROM: Ginger Johnson, REHS  
Environmental Consultant – Event Permitting  
Wake County Environmental Services

REFERENCE: Temporary Food Establishment Application

**Application is due Thursday, May 2, 2024. Application and payment must be submitted through the Wake County Online Portal. Instructions for submittal are attached.**

Evaluations for the 2024 Got to be NC Festival will be on Thursday, May 16th, 2024, 9:00 a.m. – 4:30 p.m.

To request a permitting evaluation, contact Ginger Johnson at 919-612-5597 or email [Ginger.Johnson@wake.gov](mailto:Ginger.Johnson@wake.gov) and leave the following information:

- Your name
- Name of booth
- Phone number(s)
- Site location (example: between Gates 4 and 5)
- Booth number
- Reason for call/email (example: food permit/occupancy permit/animal control issue)

Voice mail messages and emails will be retrieved throughout the day and will be responded to promptly.

Check out our website at <http://www.wakegov.com/food/festivals/fair/Pages/default.aspx>

For information on obtaining and maintaining a permit.

The following items need to be incorporated into the TFE operation to obtain and maintain a permit:

### WATER AND SEWER

- Food vendors ***are required to be permanently connected to the onsite potable water supply during the entirety of the event.*** Trailers and mobile food units must be connected to the on-site potable water supply. Some of the on-site water connections are located below the ground and must be brought above grade on an approved water tree. Contact the Fairgrounds Office at 919-821-7400 if your on-site potable water supply has not been brought above grade by the time you start setting up. **If more than one hose is attached on one water tree connection then each hose must have its own backflow preventer. Failure to be properly connected can cause a delay in permitting. It is recommended that each vendor bring several backflow preventers in the case they are needed.**
- Each food vendor must bring enough potable water hose to make a connection from the on-site potable water supply to *both* the utensil wash basin and produce sink (when operating under a tent) or to the inlet water connection (when operating from a trailer/mobile food unit).
- The utensil wash basin and produce sink must be plumbed to the onsite sanitary sewer for the entirety of the event and not have any leaks in the connection. The main sewer outlet of a trailer/mobile food unit must be plumbed to the onsite sanitary sewer. The use of holding tanks (blue boys) is not allowed. It is strongly recommended that you contact the Fairgrounds Office at 919-821-7400 prior to set up if you suspect any problems with obtaining gravity flow to the sanitary sewer.

## UTENSIL WASHING FACILITIES

- **Three (3) basins/sinks of sufficient size to submerge, wash, rinse, and sanitize utensils is required. At least one of these basins (preferably the wash basin) must be plumbed to water and sewer. Water of 110 °F is required in the wash basin.** At least one drain board, table, or counter space shall be provided for air drying. A handwash station is required if the utensil washing area is separated from the main kitchen. This set up must be easily accessible and positioned under the tent.

## EMPLOYEE HAND WASHING FACILITIES

- **The utensil washing facilities cannot be cross used for handwashing. Using a three vat sink for both a utensil washing and handwashing is not acceptable.**
- An employee hand wash facility shall consist of at least a two (2) gallon container with an unassisted free flowing faucet such as a stopcock or turn spout, soap, single-use towels, and a wastewater receptacle. **Warm water is required at the hand wash facility.** Installation of a water heater would be an approved method of providing warm water.
- Each area that is separated from the main kitchen must have its own hand washing facilities. For example, if there is a utensil washing area at the back of a tent, seating for customers in the middle of the tent, and the kitchen area at the front of the tent, then two hand washing facilities are required, one in the utensil washing area and another in the kitchen area.
- Hands must be washed! **Evidence of use of handwash facility must be seen to maintain permit.**

## FRUIT/VEGETABLE PREPARATION SINK

- Whole raw produce must be washed before use. Examples of produce are lemons, onions, potatoes, tomatoes, lettuce, etc. Prewashed produce with documentation from the produce supplier may be used. If produce is not purchased prewashed, a food preparation sink is required for washing produce (fruits and vegetables). This sink shall be in a protected (covered) area away from the public. A hand wash facility is required if the food preparation sink is separated from the main kitchen.

## SNEEZEGUARDS

- When food or drink is stored, displayed, or prepared in areas accessible to the public it must be protected by sneeze guards or counter protectors on the front, sides, and top of the display so as to protect the food from coughs, sneezes, or other contamination. Most food vendors fabricate sneeze guards from Lexan or Plexiglas.

## EMPLOYEE HEALTH POLICY AGREEMENT

- Employers will be required to have a signed *Employee Health Policy Agreement* on file for each employee. This agreement spells out the responsibilities for the employer AND the employee when there is an illness that could affect the safety of food. A sample copy of the Employee Health Policy Agreement is available at:  
[http://www.wakegov.com/food/healthinspections/resources/Pages/new\\_food\\_rules.aspx](http://www.wakegov.com/food/healthinspections/resources/Pages/new_food_rules.aspx).

## SOURCES OF FOOD AND FOOD HANDLING

- **No food or drink preparation is allowed prior to issuance of a TFE permit.** This includes marinating meat, heating food, peeling/cutting of vegetables and fruits, mixing of lemonade/tea, preparing sauces, etc. **Food and drink prepared at other events or in a home cannot be sold in a TFE. Please consult this Department in advance of the event if you have food prepared at a permitted foodservice establishment.**
- All raw meat and poultry products must be purchased in a “ready to cook” form. No cutting of raw meats, deboning, or skinning is allowed in a TFE.

## FOOD TEMPERATURES AND THAWING REQUIREMENTS

- Foods must be cooked to the following temperatures:

Fruits/Vegetables	135 ° F
Unstuffed pork, fish, alligator	145 ° F
Ground meats, pooled eggs	155 ° F
Stuffed meats, poultry	165 ° F
- Food must be kept at 135°F or above when being held hot on steam tables, grills, hot boxes, or insulated containers.
- Cold foods in refrigerators, ice pans or insulated containers must be kept at 41°F or below.
- Frozen foods should be thawed in refrigeration, as a part of the cooking process or in a microwave.

## DATE MARKING

- All ready-to-eat, potentially hazardous foods prepared on site and held in refrigeration for more than 24 hours must be marked with the date of preparation or with the date that indicates when the food shall be consumed, sold or discarded.
- Food stored at 41°F or below, products may be held for 7 days. This also includes commercially processed foods (such as deli meat) once they are opened.

## BARE HAND CONTACT WITH READY-TO-EAT (RTE) FOODS

- Food handlers are not allowed to touch RTE foods with their bare hands. *The use of utensils such as deli tissue, spatulas, tongs, single use gloves, or dispensing equipment is required.*

## LEFTOVER POTENTIALLY HAZARDOUS FOODS\*

- Foods such as heat-treated animal products (meats, poultry, fish, pork) heat treated vegetables, heated canned foods, etc., **cannot** be cooked, cooled and then served or re-heated.

## PERSONAL HYGIENE

- Food handlers must not wear fingernail polish or artificial nails when working with exposed food unless single-use gloves are worn.
- Food handlers may not wear jewelry on their arms and hands except for a plain ring, such as a wedding band during food preparation.
- Food handlers must only eat, drink or use tobacco products in designated areas to prevent the contamination of exposed food, clean linens equipment, utensils, and other items needing protection.

## THERMOMETER REQUIREMENTS

- A calibrated food thermometer, (thin metal stem type that measures 0° to 220° F) is required for checking the internal temperature of food.
- Indicating thermometers are required in mechanical refrigerators for checking air temperatures.

## SANITIZER AND TEST STRIPS

- A bleach and water solution is required for routine sanitizing of food preparation surfaces. This solution can be kept in a spray bottle or bucket labeled. Sanitizer can be made by pouring approximately 1 capful (cap from the bleach bottle) of household chlorine bleach into 1 gallon of water. This solution must be checked with chlorine test strips to ensure a mixture of 50-100 parts per million. Sanitizer kills germs that may not be fully removed with normal soap and water cleaning. Sanitizer should be wiped or sprayed on to utensils and food-contact surfaces after cleaning and allowed to remain on the surface for seven (7) seconds. Examples for use would be on cutting boards, preparation tables, food containers, spoons, and spatulas.

- Test strips with color charts must be provided to test the strength of the sanitizer. Chlorine test strips are used for sanitizer made with bleach.

### **LIGHTING REQUIREMENTS**

- Light bulbs in food preparation, storage, and display areas must be shatter-proof or shielded so to prevent the possibility of broken bulbs or lamps falling into the food.
- Heat lamps shall be protected against breakage by a shield surrounding and extending beyond the bulb, leaving only the face of the bulb exposed.

### **TENTING REQUIREMENTS**

- All of the kitchen operation must be covered or under the tented area including over grills/cookers in which food is served directly to the customer from the grill. Check with local Fire Marshall about tenting requirements.
- All refrigerators/freezers, bag in the box sodas and CO2 canisters are required to be covered with a tarp during inclement weather if stored outside the tent. The only exception is ice storage freezers that have an overhang lip to collect and divert rain. No other storage is allowed outside the tented area.
- An effective method of diverting rain water when operating under two or more connecting tents must be established. This method must be demonstrated to the inspector prior to permitting.
- All areas of the tent must restrict access from the public and protect food from contamination. Tent side walls and/or sneeze guards are required on ALL sides of the tent where the public has access.

### **FLY AND VERMIN CONTROL**

- Protection against flies and other insects must be provided by screening or by effective use of fans.
- Keep lids on garbage cans and remove trash frequently to discourage flies, rodents, and other pests.

\*Approval may be granted to allow for cooling and reheating of potentially hazardous foods if written procedures are submitted with the TFE Application and approved.

**\*\* Download your copy of the NC Food Rules! The web address is: <http://www.wake.gov/food/Pages/default.aspx>**  
Click on New Food Rules