

**SAN DIEGO STATE UNIVERSITY
ENVIRONMENTAL HEALTH AND SAFETY DEPARTMENT
TEMPORARY FOOD FACILITY OPERATOR PERMIT APPLICATION**

This Operator Permit Application must be completed and submitted to Environmental Health and Safety Dept. at San Diego State University (ehsfoodsafety@mail.sdsu.edu, Hardy Tower 58, MC 1243, or FAX x42854), including required documents if applicable, at least two weeks prior to the event. Once approved, a Food Permit will be issued. No changes can be made to the application or permit without EHS approval. For questions or information, call (619) 594-2865.

Dept./Org./Vendor: _____ Dept Chair/Org Pres/Owner: _____ Phone #: _____
Event Organizer/Operator: _____ Phone #: _____ Email: _____

Event Name: _____ Event Approval System (EAS) #: _____

Event Description: Fundraising Event High School Conference Aztec Nights Green Fest Greek Week
 Farmer's Market Sporting Event Concerts/Shows Other: _____

Event Type: Private i.e. Members only; by invitation only
 Public i.e. Open to anyone on campus

Food and Beverages will be Served or Offered for Sale to: Anyone Members only Invitation only Organizers only
 Ticket Holder

Location: Campanile Walkway Centennial Walkway Aztec Student Union [@ Montezuma Hall Theatre
 Courtyard Other: _____] President Black's Quad Scripps Cottage Sports Field _____
 IVC Campus Other: _____

Event Date(s): _____ Prep Time: _____ Service/Sale Time: _____ End of Service/Sale Time: _____

| FOOD ITEMS (List all food items, including beverages) | ON CAMPUS VENDOR*** | OFF CAMPUS VENDOR** | RETAIL OR WHOLESALE STORE* | ON SITE PREP (YES/NO) | OFF SITE PREP (YES/NO) | SERVED (HOT, COLD, or ROOM TEMP) | COLD HOLDING DEVICE | COOKING DEVICE | HOT HOLDING DEVICE |
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* Indicate name of retail or wholesale stores e.g. Costco, Smart & Final, Sysco, grocery store
**Provide copies of a valid permit and latest inspection report for permanent kitchen location, and commissary kitchen agreement, if applicable, to be submitted with this application to EHS (ehsfoodsafety@mail.sdsu.edu, Hardy Tower 58, MC 1243, FAX x42854) to obtain a Food Permit to serve or sell food and beverages to the general public. Vendors of Aztec Shops Farmer's Market are considered off campus vendors.
***Indicate name of on campus vendor. e.g. Aztec Shops Catering, Subway, Starbucks, etc. Their health permit and inspection report are not required to be submitted with this application; however, this application must still be completed and submitted to EHS to obtain a Food Permit to serve or sell food and beverages to the general public.

- TEMPERATURE CONTROL DEVICE**
- Cooking devices such as a grill, microwave, crockpot, toaster oven or rice cooker are permissible. Rapid reheating devices (i.e., grill, microwave, toaster oven) must be capable of cooking or reheating food to 165°F within 60 seconds. Steam tables and heat lamps are not cooking units and are not designed for rapid reheating.
 - Cold holding devices (i.e., refrigerator, freezer, ice chest) must be capable of holding food at or below 45°F.
 - Hot holding devices (i.e., steam tables, heat lamps, crockpots, cambro units, chaffing dishes) must be capable of holding food at or above 135°F.

Person In Charge of Foodhandling: _____ Foodhandlers at Event: Self Service Members Catering Other:
Describe delivery, on-site food handling, food service, hand washing station, and disposal of waste and waste water: _____

This is to certify that the information provided is true and correct. I will ensure that I receive training and that all other foodhandlers will be trained. Trained foodhandlers will be present at the event and will comply with the SDSU Food Service, Sale and Safety requirements enforced by the Environmental Health and Safety Department. I understand that non-compliance with the requirements can result in immediate closure, loss of future privileges and disciplinary action. The university is not responsible for any outbreak of foodborne illness from special event food service, sale or promotion.

Event Coordinator: _____ Date: _____ Food/Bev Coord: _____ Date: _____

| EHS USE ONLY | | |
|----------------------|------------------------------|---------------------|
| Permit Issued: _____ | Incomplete Submission: _____ | Not Required: _____ |
| EHS Signature: _____ | _____ | Date: _____ |