



MCHD ENVIRONMENTAL

453 Van Voorhis Rd Morgantown, WV 26505 Phone: 304-598-5131 Fax: 304-598-5122



Application for a Temporary Food Establishment (TFE) Permit

TFE Name/Operator: _____ Non-profit organization? ☐ Yes ☐ No

Name of Event: _____

Event Location: _____

Event Date(s)/ Time: _____

Operation Type: PHF = Potentially Hazardous Foods – foods that require temperature control for safety

☐ No PHF Menu features no PHF's or only pre-packaged PHF's sold.

☐ Limited Menu features 1 or 2 PHF's. On-site preparation or off-site preparation and transport. All raw meats and seafood in ready-to-cook form. Same day preparation only (no cooking and cooling on-site.)

☐ Full Menu features several PHF's. Includes on-site preparation of raw meats, seafood, produce, and fruits. Includes next day preparation.

TFE Type:

☐ Tent ☐ Mobile Food Unit ☐ Permanent Structure ☐ Other _____

Water and Sewer:

Water Source: _____ Wastewater Disposal: _____

How will you (if applicable):

Hold PHF's at 41F or below or 135F or above: _____

Maintain above temperatures during transport: _____

Wash and sanitize utensils: _____

Set up your hand washing station: _____

Remember to bring: Gloves, Hair Restraints, and Sanitizer

Menu		Employee Log	
Food	Source	Name	Duties

I hereby certify that this application is true and complete to the best of my knowledge. I agree to comply with West Virginia Legislative Rule 64CSR17 - Food Establishments and the 2013 FDA food code. I agree to inform the Health Department if there are any changes to the menu, equipment, or set-up listed in this application.

Applicant Signature _____ Date _____ Phone # _____

Applicant Name and Address _____

Health Department Use Only

Date Received: _____ Fee Paid: _____ Reviewed by: _____ ☐ Approved ☐ Denied

Permit #: _____ Comments: _____