

**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@sdsu.edu or Hardy Tower #58), including required documents if applicable, at least three weeks prior to the event. Once approved, a Temporary Food Facility (TFF) Permit will be issued. No changes can be made to the application or permit without EHS approval. For questions or information, contact (619) 594-1858 or anh.tran@sdsu.edu.

Dept./Org.: _____ Dept Chair/Org Pres: _____ Phone #: _____

Event Organizer/Operator: _____ Phone #: _____ Email: _____

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

Event Description: _____

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

Food and Beverages will be Served: Anyone Members only Invitation only Organizers only Ticket Holder

Location: Campanile Walkway Centennial Walkway Aztec Student Union at: _____] North Library Walkway
 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)	NAME OF ON-CAMPUS VENDOR	NAME OF OFF-CAMPUS VENDOR	SERVED (HOT, COLD, or ROOM TEMP)	COOKING DEVICE (If applicable)	HOT &/or COLD HOLDING DEVICE

A copy of San Diego County health permit and/or latest inspection report may be required to be submitted with this application to EHS (ehsfoodsafety@sdsu.edu or Hardy Tower 58) to obtain a TFF Permit to serve or sell food and beverages to the general public.

TEMPERATURE CONTROL DEVICE

- 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 other foodhandlers will be trained. Trained foodhandlers will be present at the event and will comply with the SDSU Food 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: _____

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