



Temporary Food Booth Application Template

IAW AFMAN 48-147, *Tri-Service Food Code* and DAFI 48-116, *Food Protection Program*

Malmstrom AFB Public Health

Phone: 406-731-4405

Email: dha.malmstrom.Malmstrom-341st-MDG.mbx.public-health@health.mil

DATE SUBMITTED: _____

If this application is not submitted to the Public Health office at least 14 days prior to the event, this application will be disapproved.

Please email applications to the email address listed above.
Allow 3-5 business days for Public Health to process the application.

1. Organization requesting food booth: Food Vendor/Business Name if applicable:	
2. Date and time of event:	
3. Location of event:	
4. Point-of-Contact (Name, Phone & Email): Vendor/Business Contact Information:	
5. Population intended to serve (Base, squadron, school, etc.): Estimated number of attendees:	
6. Is food being sold? Are donations required? If both no, is this a Wing level event?	
7. Where will food preparation take place? (If this event involves selling food or is a Wing level event, home preparation is NOT authorized for anything other than baked goods. All other food products must be made onsite the day of event or at a Public Health approved kitchen. Please contact PH for list of approved kitchens.)	

8. Storage and Transportation Information: (Where will food be stored between procurement and preparation and how will it be transported? (if applicable))	
9. Describe what will be done with leftover time-temperature control foods: (Plan for multi-day event if applicable)	
10. Describe where food handlers wash their hands: (Handwashing station required, unless alternative option approved by Public Health)	
11. Describe how food contact surfaces will be washed and sanitized:	

1. RETAILER OR DISTRIBUTOR WHERE PRODUCT WAS/WILL BE PURCHASED	2. FOOD ITEM (List each item separately)	3. PRODUCT BRAND, (Address On Label)	4. METHOD OF COOKING: HOLDING: STORAGE:
Ex. Walmart	Hamburgers	Great Value	Cooking: Grill Holding: Warmer Storage: Refrigerator

1. RETAILER OR DISTRIBUTOR WHERE PRODUCT WAS PURCHASED	2. FOOD ITEM (List each item separately)	3. PRODUCT BRAND, (Address On Label)	4. METHOD OF COOKING: HOLDING: STORAGE:

Application must be submitted to the Public Health office at least 14 days prior to the event. Applications will NOT be approved beyond this deadline.

Food handler's training must be completed at least 10 days prior to the event. Failure to complete training will result in exclusion from food service for event. **Training is conducted Tuesdays at 1300 and Thursdays at 0900, by appointment only.**

*Food handler's training is **MANDATORY** for:

- Wing level events and events open to the general public
- Any person preparing/serving food available for sale (to include fundraisers).

Food handler's training is NOT required for Sq/Gp level events that do not include food sales/donations but is **HIGHLY** encouraged.

If you are selling food/requiring donations, you must first contact the base legal office.

If you require or would like to request Food Handlers training, please schedule with Public Health at 731-4405.

For Public Health Use ONLY:

This temporary food booth has been **approved/disapproved** and food handlers training has been completed on _____ (must be current within a year and a copy of certificate provided to Public Health).

Applicant Signature

Public Health Representative Signature/Stamp