



**Public Health**  
Prevent. Promote. Protect.  
Fargo Cass Public Health

## Fargo Cass Public Health Food Event Application

<b>NAME OF OPERATION</b>	<b>OWNER/OPERATOR</b>
<b>BILLING NAME/MAILING ADDRESS</b>	
<b>PHONE</b>	<b>EMAIL</b>
<b>SITE OF PROPOSED FOOD SERVICE OPERATION</b>	
<b>DATES OF PROPOSED FOOD SERVICE OPERATION</b>	

**FOOD EVENT VENDOR:** Any establishment that caters or is equipped to prepare and/or serve food from a self-contained unit for individual food events. Potentially hazardous foods must be prepared at the event.

A menu must be submitted to determine tier classification:

Food Vendor Tier	Fee (Per Day)	Number of days	Fee (Per additional Unit)	Number of Units over 1	Total
<input type="checkbox"/> Tier 1	\$20 (\$100 max)		\$10		
<input type="checkbox"/> Tier 2	\$30 (\$150 max)		\$20		
<input type="checkbox"/> Tier 3	\$40 (\$200 max)		\$30		

**SEND APPLICATION AND LICENSE FEE TO:**

**Fargo Cass Public Health**  
1240 25th Street South  
Fargo ND 58103-2367

\_\_\_\_\_  
Printed Name of Licensee

\_\_\_\_\_  
Signature of Licensee

For more information, please call (701) 476-6729

\_\_\_\_\_  
Date

The undersigned is familiar with the "Requirements for Food and Beverage Establishments" and further attests that the facility for which application is made will be operated in compliance with the City ordinances and the above-mentioned document.

APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_  
(EHP or REHS)

## Tier Definitions

### Tier 1

Establishments that serve or sell pre-packaged potentially hazardous foods; that prepare non-potentially hazardous foods for hot holding, and do not cool or reheat. This includes potentially hazardous foods that are prepared in a licensed establishment for delivery. Tier I establishments will be inspected a minimum of one time per calendar year.

Examples include most convenience stores, hot dog carts, pizza delivery, and coffee shops.

### Tier 2

Establishments that prepare, cook, and immediately serve potentially hazardous foods which may involve hot or cold holding after preparation or cooking. Tier 1 establishments that serve a highly susceptible population\* will be classified as Tier 2. Tier 2 establishments will be inspected a minimum of two times per calendar year.

Examples include fast food service, limited retail food operations, and licensed churches.

### Tier 3

Establishments that utilize complex preparation of potentially hazardous foods including cooking, cooling, reheating, hot/cold holding, and processes that require a HACCP\*\* plan, or establishments that prepare and serve food to a highly susceptible population\*. Tier 3 establishments will be inspected a minimum of three times per calendar year.

Examples include full service restaurants, nursing homes, hospitals, and retail establishments conducting food processing.

\*A highly susceptible population is defined as persons who are more likely than other people in the general population to experience foodborne disease because they are:

- (1) Immunocompromised; preschool age children, or older adults; and
- (2) Obtaining food at a facility that provides services such as custodial care, health care, or assisted living, such as an adult care center, kidney dialysis center, hospital or nursing home, or nutritional or socialization services such as a senior center.

\*\*HACCP: Hazard Analysis and Critical Control Points

## License Definitions

**Food:** An establishment that prepares and/or serves food directly to the consumer at the licensed premises. This includes any establishment not otherwise defined below.

**Grocery:** A retail establishment that sells products such as staple\* and accessory food related items and household goods.

**Bakery:** An establishment where baked products are regularly prepared, processed, and/or manufactured for sale.

**Retail Meat:** A retail food establishment providing manufacturing, processing, preparation, storage, handling or selling of fresh animal products.

**Mobile Food Vendor:** Any establishment located within the jurisdiction of Fargo Cass Public Health that delivers, caters, or is equipped to prepare and/or serve food from a self-contained unit. A licensed commissary is required if food preparation is not completed in the self-contained unit.

**Food Event Vendor:** Any establishment that caters or is equipped to prepare and/or serve food from a self-contained unit for individual food events. Potentially hazardous foods must be prepared at the event.

**School, Church, Group Home:** A licensed food establishment that serves a defined population in a congregate dining fashion. This includes public and private schools, independent group homes, community centers, and community churches.

**Concession – year round:** Establishments that prepare and serve food at entertainment venues which are utilized year round.

**Concession – seasonal:** Establishments that prepare and serve food at entertainment venues that are open from April 1<sup>st</sup> to Oct 1<sup>st</sup>.

\*Staple foods are food items intended for home preparation and consumption

SAMPLE