

# CAMERON COUNTY PUBLIC HEALTH

**Esmeralda Guajardo, MAHS**  
Health Administrator



**James W. Castillo II, MD**  
Health Authority

## The following documents are required to process the Temporary Permit application:

The Cameron County Public Health (CCPH) Environmental Health Program **requires** the following documents for the operation of a Temporary food service. Documents listed below shall be submitted to the Cameron County Public Health (CCPH) Environmental Health Program located at 1390 W. Expressway 83, San Benito, Texas, office number (956) 247-3599.

## To initiate the application process:

1. **Application** (*Application will be completed by CCPH staff*)
  - a. Application should be filled with applicant's personal information and information of the mobile unit or vehicle towing food trailer.
2. **Food Menu**
  - a. Food menu should be typed or printed and it should specify what products would be sold in the business (i.e. tacos, hamburgers, corn, nachos, ice cream, sodas, pre-packaged items). Any changes made in the future should be notified to the department and a new menu should be submitted into the office.
3. **Food Receipts**
  - a. If available during application process receipts can be turned in or they will be requested during the field inspection.
4. **Letter of authorization**
  - a. If the business is located within a municipality, you must request permission to operate inside city limits; a letter signed with a statement allowing you to operate will be issued and turned in along with your application.
5. **List of Individuals Preparing Food**
  - a. List of individuals preparing food (must include names, addresses and home phone numbers).  
*\*Note your list must include what the individual has prepared and what ingredients they used. If not cooked on site, food needs to be obtained from an approved source and you will need to show receipts during field inspection. Individuals preparing food must wear protective gear (hairnet/cap) and use gloves when handling food.*
6. **List of Individuals Serving Food**
  - a. List of individuals serving food (must include names, addresses and home phone numbers).  
*\*Note the individuals serving must wear protective head gear (hairnet/cap) and use gloves when handling food.*
7. **List of Individuals Collecting Money/Tickets**
  - a. List of individuals collecting money or tickets (must include names, addresses and home phone numbers). *\* Note the individuals handling money or tickets must not handle any food.*
8. **Fee**
  - a. The Temporary health permit fee for one day is **\$25.00** or **\$50.00** for 2-14 days (permit cannot exceed 14 days) in the form of cash, check or money order only. Payable to the *Cameron County Imprest Fund*. Non-profit organizations must provide a copy of tax exemption document. The fees are non-refundable.

- **Note: In accordance to the Cameron County Public Health Codes, establishments operating without a valid health permit will be cited with a class C misdemeanor by the local Justice of the Peace and each day on which a violation occurs constitutes a separate offense.**
- **All food must be prepared on site (No Exceptions).**
- **All Applications must be submitted 72 hours prior to event, NO EXCEPTIONS.**

Thank You.

**Sample Menu List:**

**Menu:** BBQ Chicken, Rice, Beans a la Charra, Potato Salad, Jalapeño, Bread

- 1. BBQ Chicken** – Seasoned with salt, pepper, meat tenderized and BBQ sauce.  
Items Purchased at: Food Store No. 2  
123 S. Expressway 77/83  
Harlingen, TX 78550  
(956) 555-5555

|                      |                     |
|----------------------|---------------------|
| Prepared by: Joe Doe | Juan Doe            |
| 111 So. Doe Ave.     | 222 No. Doe Ave.    |
| Harlingen, TX 78550  | Harlingen, TX 78550 |
| (956) 555-5555       | (956) 555-5555      |
- 2. Rice** – Prepared with, salt, pepper, onions & chicken bouillon.  
Items Purchased at: Food Store No. 2  
123 S. Expwy 77/83  
Harlingen, TX 78550  
(956) 555-5555

|                        |                     |
|------------------------|---------------------|
| Prepared by: Juana Doe | Josie Doe           |
| 111 So. Doe Ave.       | 222 No. Doe Ave.    |
| Harlingen, TX 78550    | Harlingen, TX 78550 |
| (956) 555-5555         | (956) 555-5555      |
- 3. Beans a la charra** – Prepared with, salt, pepper, onions, bacon, tomato and cilantro.  
Items Purchased at: Food Store No. 2  
123 S. Expwy 77/83  
Harlingen, TX 78550  
(956) 555-5555

|                        |                     |
|------------------------|---------------------|
| Prepared by: Lydia Doe | Mary Doe            |
| 123 So. Doe Ave.       | 123 No. Doe Ave.    |
| Harlingen, TX 78550    | Harlingen, TX 78550 |
| (956) 555-5555         | (956) 555-5555      |
- 4. Potato Salad** – Prepared with potatoes, eggs, celery, mayonnaise, mustard, pickles, green olives, salt and pepper.  
Items Purchased at: Food Store No. 2  
123 S. Expwy 77/83  
Harlingen, TX 78550  
(956) 555-5555

|                        |                     |
|------------------------|---------------------|
| Prepared by: Sally Doe | Amy Doe             |
| 123 So. Doe Ave.       | 123 No. Doe Ave.    |
| Harlingen, TX 78550    | Harlingen, TX 78550 |
| (956) 555-5555         | (956) 555-5555      |
- 5. Jalapeño peppers**  
Items purchased at: Food Store No. 2  
123 S. Expwy 77/83  
Harlingen, TX 78550  
(956) 555-5555
- 6. Sliced Bread**  
Donated by John Doe’s Baking Group, 123 W. Bread St., Harlingen, TX 78550, (956) 123- 4567
- 7. Food will be served by:**

|  |  |   |
|--|--|---|
| Sally Doe<br>123 So. Doe Ave.<br>Harlingen, TX 78550<br>(956) 555-5555 | Amy Doe<br>123 No. Doe Ave.<br>Harlingen, TX 78550<br>(956) 555-5555   | Lydia Doe<br>123 So. Doe Ave<br>Harlingen, TX 78550<br>(956) 555-5555 |
| Mary Doe<br>123 So. Doe Ave.<br>Harlingen, TX 78550<br>(956) 555-5555  | Juana Doe<br>123 No. Doe Ave.<br>Harlingen, TX 78550<br>(956) 555-5555 | Josie Doe<br>123 So. Doe Ave<br>Harlingen, TX 78550<br>(956) 555-5555 |
- 8. Money/tickets to be handled by:**  
Laurie Doe, 333 So. Doe Ave., Harlingen, TX 78550, (956) 333-3333

## PORTABLE FOOD BOOTH HEALTH REQUIREMENTS

### 1. Food Protection:

- a. All foods must meet temperature requirements during storage, preparation and display. Temperatures vary depending on the type of food. "Hot foods" must be kept at 140 degrees Fahrenheit. "Cold foods" must be maintained at 45 degrees Fahrenheit or lower.
- b. All foods must be kept covered when not being served. This includes all drink vendors.
- c. All cakes and pastries must be individually wrapped.
- d. All necessary equipment must be provided to maintain product temperatures.
- e. All food products must be stored a minimum of six (6) inches off of the ground.
- f. All ice must come from an approved water source and stored in a clean container. An ice scoop must be provided for dispensing.
- g. Ice used to maintain product temperature cannot be used for consumption.
- h. Single service utensils (knife, fork, spoon, and napkin) must be provided when necessary.
- i. Potable water must be provided for the cleaning of work area and utensils.
- j. A spray bottle with sanitizing solution (one teaspoon of bleach per gallon of water) must be provided for sanitizing countertops and other food contact surfaces.
- k. A thermometer must be provided to monitor food temperatures while being stored or on display.
- l. Hard maple or equivalent non-absorbent wood may be used as cutting boards.

### 2. Personal Hygiene:

- a. Hair restraints (caps, hairnets, scarves) must be worn at all times when preparing, handling, or serving food.
- b. Anyone handling money cannot also handle food products unless hands are thoroughly washed each time money is handled.
- c. Food handlers should avoid wearing jewelry and deep fingernails clean and unpainted.
- d. Food handlers should wear disposable gloves.

\*Food inspectors will perform inspections at random, periodically. Food not meeting the above requirements will be discarded.

*\*Inspections are not a guarantee that the food is safe for human consumption. This process only increases the safety for the public.*