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Food Facility Special Event Application

Purpose: To obtain a permit to operate a food concession or, operate a temporary food establishment.

Ref: NAVMED P-5010, Chapter 1

Complete this application and submit to the Preventive Medicine Authority at least 30 days prior to the start of the event.

1. Event:

2. Location:

3. Dates: Set-up Time: Event time:

4. Name(s) of Sponsoring Organization and Telephone numbers & FAX Number

5. POC Name: Telephone #

6. List all foods to be served: include where food will be prepared, who will prepare the items: (attach hand written sheet if necessary)

NOTE: Potentially hazardous food must be kept hot (140°F) or cold (below 41°F).

7. If potentially hazardous food is transported to the event, what is the length of time in transport? How will the food be transported? How will the food be kept hot or cold? (Temperature holding method/ equipment)

8. Food Source: (NEX, Cold Storage, Galley, etc.)

9. Describe hand washing facilities, including location in relation to food service and preparation:

Section below to be completed by the Preventive Medicine Authority #7-2990

Approved ☐ Disapproved ☐

Reason for Disapproval:

Special restrictions or requirements:

Signature: Date:

Section below to be completed by the Legal Office (SJA) #4454

Approved ☐ Disapproved ☐

Reason for Disapproval:

Special restrictions or requirements:

Signature: Date:

NEX and MWR approval located on back of form. (if applicable)

Section below to be completed by the NEX

Approved ☐ Disapproved ☐	
Reason for Disapproval:	
Special restrictions or requirements:	
Signature:	Date:

Section below to be completed by MWR

Approved ☐ Disapproved ☐	
Reason for Disapproval:	
Special restrictions or requirements:	
Signature:	Date: