



CITY OF ROYSE CITY
SPECIAL EVENT/TEMPORARY FOOD
ESTABLISHMENT PERMIT APPLICATION

Please complete this form and email to permits@roysecity.com no later than 30 days prior to the event.
Fee: \$50

Truck/Concession Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Event Name: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

Type of foods to be served (may attach menu): \_\_\_\_\_

Describe how food will be prepared (method of cooking/warming, etc.): \_\_\_\_\_

Method of hot holding: \_\_\_\_\_

Method of cold holding: \_\_\_\_\_

Type of sanitizer to be used: \_\_\_\_\_

Type of ware washing/hand washing capabilities (sinks, hand sinks, buckets, etc.): \_\_\_\_\_

I have carefully read the completed application and know the same is true and correct and hereby agree that if a permit is issued, all provision of the City Ordinances and State Laws will be compiled with, whether herein specified or not. I am the owner/manager or authorized employee of the above establishment. Permission is hereby granted to enter premises and make all inspections.

Applicant Signature/Title \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*Submission must include Texas Protection Management Certification and DL / ID.\*\*\*

INSPECTION REQUIRED PRIOR TO FOOD SERVICE



**CITY OF ROYSE CITY  
SPECIAL EVENT FOOD SERVICE  
FOOD SAFETY GUIDELINES**

For questions regarding inspections or Food Safety Guidelines, contact Building Inspections 972-524-4710.

- Only foods from approved sources are allowed to be served. **No home-prepared foods permitted.**
- **Keep potentially hazardous cold foods at 41 degrees and hot foods at 140 degrees at all times.** Provide equipment so that you can accomplish this. Example: ice chest, refrigerators and electric warmers. Provide calibrated metal stem thermometers for checking product temperature throughout the day.
- Cooking potentially hazardous food is to be done at the restaurant/store and foods are to be transported to event at proper serving temperatures. Keep preparation of food on site to an absolute minimum. If you are cooking on site cook to required temperatures and avoid cross contamination of raw and cooked foods, Equipment on site must be capable of cooking all foods to required temperatures.
- Provide gloves, sanitizer gel/dip or serving utensils so that you may keep bare hand contact with food to a minimum.
- Provide hand wash station to consist of:
  - Container with spigot for clean potable water*
  - Antibacterial liquid soap and paper towels*
  - Container to “catch” dirty water when washing*
- Provide ware washing station for serving utensils consisting of:
  - Three (3) wash buckets*
  - Wash container, soap and potable water*
  - Rinse container, clean water only*
  - Sanitize container, sanitized water mixture*
- Provide test strips for your choice of sanitizer to be used.
  - Chlorine to be 50 to 100 PPM Quats to be 200 PPM*
- Ice used for consumption must be stored separately from ice used to refrigerate bottles, cans, cartons, etc.

Initials of Applicant \_\_\_\_\_

**City of Royse City  
Development Services  
141 W. Main St. / P.O. Box 638  
Royse City, TX 75189  
972-524-4710  
permits@roysecity.com**



## **FOOD VENDORS AND FOOD TRUCKS AT EVENTS**

**Royse City Fire Department - Fire Marshal's Office**  
305 N Arch St. • Royse City, TX 75189 • Phone: 972.524.4819  
Website: <http://www.roysecity.com/departments/fire/>  
Email: [rcfd@roysecity.com](mailto:rcfd@roysecity.com)

These guidelines are to be followed when a food vendor or food truck is operating at an event within the City of Royse City.

All food vendor and food truck requirements for the purpose of these guidelines and any other guidelines or requirements of the Royse City Fire Marshal's Office shall conform to the 2018 International Fire Code, as adopted and amended by Royse City.

These guidelines do not replace, nor supersede any codes and/or ordinances adopted by Royse City or determinations and positions of the Royse City Fire Marshal's Office.

### **General Requirements**

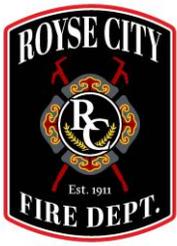
All food vendors and food trucks operating at an event within the City of Royse City shall obtain a permit from the Building Department and adhere to these guidelines. The Fire Marshal's Office will conduct an inspection prior to the event to ensure compliance with the 2018 International Fire Code. Any violations shall be corrected immediately in order to participate in the event.

### **Food Vendors in Tents**

- ❖ A site plan was approved prior to the event. The site plan will indicate the location of any required fire breaks. The fire breaks shall have a minimum clearance of 12 feet. Do not obstruct designated fire breaks with displays or in any other manner.
- ❖ Tents shall be adequately roped, braced and anchored to withstand the elements of weather and prevent collapsing.
- ❖ All tents shall be of flame-resistant material or shall be treated with flame retardant in accordance with NFPA 701. (Most retail-purchased tents will meet this requirement. This mainly applies to homemade or custom-built tents).
- ❖ No smoking shall be permitted in tents
- ❖ All generators shall be separated from tents by not less than 10 feet and shall be isolated from the public by fence, enclosure, or another approved manner.
- ❖ Open flame or other devices emitting flame, fire, heat, or any flammable or combustible liquids, gas, charcoal, or other cooking devices shall not be permitted inside or located within 20 feet of a tent unless it complies with the below section for cooking tents.

### **Cooking Tents**

- ❖ Cooking tents with sidewalls or drops shall be separated from other non-cooking tents by a minimum of 20 feet.
- ❖ Cooking appliances or devices that produce sparks or grease-laden vapors or flying embers (firebrands) shall not be used within 20 feet of a tent. Exception: designated cooking tents, not occupied by the public.



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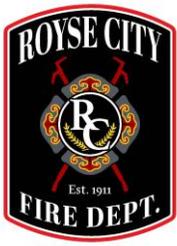
- ❖ Cooking that involves grease or produces grease shall not be performed in a trailer, truck, or under any form of roofed enclosure unless provide with approved ventilation and an automatic fire-extinguishing system in accordance with the 2018 International Fire Code.
- ❖ The automatic fire-extinguishing systems shall be serviced at least every 6 months. State of Texas required inspection tag shall be present.
- ❖ Outdoor cooking that produces sparks or grease vapors shall not be performed within 20 feet of any other non-cooking tent.
- ❖ Hot ashes, cinders, smoldering coals, or greasy or oily materials shall not be deposited in a combustible receptacle, within 10 feet of other combustible material including combustible walls and partitions, or within 2 feet of openings to buildings. The minimum required separation distance to other combustible materials shall be 2 feet where the material is deposited in a covered, noncombustible receptacle placed on a noncombustible floor, ground surface, or stand.

### **Fire Extinguishers for Cooking Tents**

- ❖ Deep Fryers or similar cooking equipment involving solid fuels, vegetable, or animal oils and fats shall be protected by a minimum of one 1.5-gallon capacity Class K-rated portable extinguisher that is full and tagged with a current inspection/service tag from a licensed fire extinguisher company.
- ❖ Each cooking tent shall have a minimum of one 40-B:C rated fire extinguisher in the cooking area and one 2-A:20-B:C fire extinguisher for the general tent area that is tagged with current inspection/service tags from a licensed fire extinguisher company.
- ❖ Each generator used shall have a minimum of one 40-B:C rated fire extinguisher that is tagged with a current inspection/service tag from a licensed fire extinguisher company. It shall be within 30 feet of the location of the generator and be readily accessible.

### **Electrical Equipment for Cooking Tents and Food Trucks**

- ❖ Extension cords and surge protectors shall be UL listed for their use, located so that they do not present a tripping hazard, and placed out of foot traffic areas. Secure cords as necessary with tape or ties.
- ❖ Extension cords shall be plugged directly into an approved receptacle and shall serve only one appliance.
- ❖ Extension and appliance cords shall be in good condition without splices, deterioration, or damage.
- ❖ Extension and flexible cords shall not substitute for permanent wiring.
- ❖ Extension cords and flexible cords shall not be affixed to structures, extended through walls, ceilings or floors, or under doors or floor coverings, nor shall such cords be subject to environmental damage or physical impact.
- ❖ Extension cords shall be used only with portable appliances.
- ❖ Extension cords shall be properly rated for use according to the manufacturer's requirements.



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### **Food Trucks**

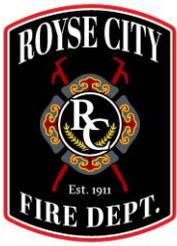
- ❖ The placement of the food truck shall not interfere with any fire lane, fire break, fire hydrant, or exit access of any structures.
- ❖ Food truck shall be located to allow for adequate emergency vehicle access.
- ❖ Accumulation of combustible rubbish shall not produce conditions that will create a nuisance or a hazard to the public health, safety, or welfare.
- ❖ Clearance between ignition/heat sources and combustible materials shall be maintained in an approved manner.
- ❖ Only approved containers and portable tanks shall be used for flammable and combustible liquids.
- ❖ Flammable and combustible liquids shall be separated from combustible materials and ignition/heat sources by at least 10 feet.
- ❖ Portable generators shall be located no less than 20 feet from combustibles or public areas.
- ❖ Refueling shall not be conducted when the event is open and operating.
- ❖ Generator shall be in safe working condition according to manufacturer's requirements.

### **Fire Extinguishers for Food Trucks**

- ❖ Deep Fryers or similar cooking equipment involving solid fuels, vegetable, or animal oils and fats shall be protected by a minimum of one 1.5-gallon capacity Class K-rated portable extinguisher that is full and tagged with a current inspection/service tag from a licensed fire extinguisher company.
- ❖ Each food truck shall have a minimum of one 3A:40-B:C rated fire extinguisher that is tagged with current inspection/service tags from a licensed fire extinguisher company. The fire extinguisher shall be visible and unobstructed.

### **Fire Extinguishing Systems for Food Trucks**

- ❖ A Type I hood shall be installed at or above all commercial cooking appliances and domestic cooking appliances used for commercial purposes that produce grease vapors.
- ❖ A Type I hood system shall be equipped with an automatic fire extinguishing system. The fire extinguishing system shall have a current inspection/service tag from a licensed fire extinguisher company.
- ❖ Examples of cooking appliances that require a Type I Hood with a Fire Extinguishing System are:
  - Including but not limited to griddles, fryers, tilted skillets or woks, braising or frying pans and char broilers



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### **Compressed Gas / LPG**

- ❖ Cylinders shall be properly secured by one or more restraints.
- ❖ Minimum of 10-foot clearance from any trash or combustible materials.
- ❖ Cylinders shall not be kept in the passenger area of the vehicle.
- ❖ Cylinders shall be kept away from open flames, generators or other sources of ignition.