



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

Please complete this form and email to jmiller@roysecity.com no later than 30 days prior to the event.

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 \_\_\_\_\_

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 Kelly Kirkpatrick at (214) 202-1202.

- 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 – City Hall  
305 N. Arch Street - PO Box 638  
Royse City, Texas 75189  
972-524-4832



## FOOD TRUCKS

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These guidelines are to help ensure your mobile food unit is compliant with the Royse City Fire Marshal's Office current safety regulations. This guide should serve as an initial planning tool for compliance. It does not remove the responsibility of the owner to comply with all laws applicable to the mobile food unit. Questions related to mobile food unit requirements can be directed to the Fire Marshal's Office at 972-524-4820.

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

### **FIRE EXTINGUISHERS**

- All vendors are required to have at least one fire extinguisher with a minimum rating of 3A:40B:C with a current inspection/service tag from a licensed fire extinguisher company. The fire extinguisher shall be visible and unobstructed.
- A Class K rated portable extinguisher shall protect cooking equipment involving vegetable or animal oils and fats. The fire extinguisher shall have a current inspection/service tag from a licensed fire extinguisher company.

### **FIRE EXTINGUISHING SYSTEMS**

- 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 Fire Extinguishing System are:
  - Including but not limited to Griddles, fryers, tilted skillets or woks, braising or frying pans, char broilers

### **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 passenger area of vehicle.
- Cylinders shall be kept away from open flames, generators or other sources of ignition.

### **GENERATORS**

- Portable generators shall be located no less than 20 feet from combustibles or public areas.
- Refueling shall not be conducted when event is open and operating.
- Generator shall be in safe working condition according to manufacturer's requirements.

### **ELECTRICAL/EXTENSION CORDS**

- Extension cords and flexible cords shall not be a 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 manufacturer's requirements.

### **VEHICLE/TRAILER LOCATION**

- The placement of the concession operation shall not interfere with any fire lane, fire break, fire hydrant or exit access of any structures.
- Vehicle/Trailer shall be located to allow for adequate emergency vehicle access.

### **GENERAL FIRE SAFETY**

- 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.



Vendors & Exhibitors,

In order to ensure an enjoyable and safe event, the Royse City Fire Department will be enforcing requirements in accordance with the 2009 International Fire Code. Fire inspections will be conducted prior to the event. Please take all necessary actions to comply with the following:

### **ALL TENTS**

- A site plan was approved prior to this 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 any displays or in any other manner.
- Tents shall be adequately roped, braced and anchored to withstand the elements of weather and prevent against collapsing.
- All tents shall be of flame-resistant material or shall be treated with a flame retardant in accordance with NFPA 701. *(Note: Most retail purchased tents will meet this requirement. This is more applicable to homemade or custom built tents)*
- No smoking shall be permitted in tents.
- All generators shall be separated from tents and shall be isolated from contact with the public in an approved manner.
- Waste material shall be stored in approved containers until removed from the premises.
- Portable LP-gas containers and other fuel sources being used to fuel equipment inside a tent shall be stored 10-feet from any tent and adequately protected to prevent tampering.
- Open flame or other devices emitting flame, fire or heat or any flammable or combustible liquids, gas, charcoal or other cooking device shall not be permitted inside or located within 20-feet of a tent unless it complies with the below section for cooking tents.

### **COOKING**

- Deep Fryers or similar cooking equipment involving solid fuels or vegetable or animal oils and fats shall be protected by a Class K rated portable extinguisher that is full and provided with a current State of Texas Inspection tag or have to proof of purchase taped to the unit.
- Cooking tents with sidewalls or drops shall be separated from other non-cooking tents by a minimum of 20 feet.
- 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 2009 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.

Your cooperation with the above regulations is greatly appreciated. If you have any questions please call the Fire Marshal's Office at 972-524-4820.