



**Environmental Health Services
Substantive Policy Statement SPS-EHS-2013-01**

Substantive Policy Statements

Substantive Policy Statements (SPS's) are written expressions that are strictly advisory and inform the general public of the Pinal County Environmental Health Services Department's current approach to, or opinion of, the requirements of ordinances or regulations, including, where appropriate, the Department's current practices, procedures or methods of action based on that approach or opinion. In accordance with A.R.S. §11-1601, SPS's do not include internal procedural documents that only affect internal procedures of the Department and do not impose additional requirements or penalties on regulated parties or confidential information.

Permitting of Temporary Food Establishments

Arizona Food Code and the Pinal County Environmental Health Code define a Temporary Food Establishment as a food establishment that operates for a period of no more than 14 consecutive days in conjunction with a single event or celebration. A Temporary Food Establishment permit is only valid during the duration of the specific event. The Special Event Notification form is typically submitted by the event coordinator. This notifies the Department of an event and is used to determine if an event qualifies to allow for temporary food service.

The following are examples of events or celebrations that are typically considered for permitting of Temporary Food Establishments:

- Special Events – a transitory public gathering that takes place at a specific location for a specific purpose that is associated with a fair, carnival, parade, circus, public exhibition, holiday celebration, or trade show.
- Tasting Events – events including but not limited to wine tastings, BBQ competitions, and chili cook-off's, in which an entrance fee entitles the consumer to food service in conjunction with the event and where there is no point of sale directly at the booths.
- Grand Openings – one-time events celebrating the opening of a new business.
- Fundraisers – one-time events where funds are raised for bona-fide charitable organizations.
- Transitory Sporting Events – one-time events such as annual soccer tournaments, baseball playoffs, etc.

Temporary Food Service permits are not intended as a substitute for other food service permits for establishments that operate on persistent or ongoing basis. The following are examples of activities and/or locations that a Temporary Food Establishment permit does not typically apply:

- A restaurant or bar.
- A concession stand.
- A mobile food unit, pushcart, or food peddler.
- A seasonal food establishment.
- A swap meet or flea market.
- A farmer's market or similar public market.
- A non-commercial social event such as a private party.
- A potluck.

Individual vendors apply via the Application for a Temporary Food Booth. This application is not typically considered unless it is in conjunction with an approved special event (see Special Event Notification above).

In order to allow adequate time for processing, complete applications should be submitted to the Department at least two weeks prior to the event. Incomplete or late application may be grounds for denial of permit.