



Dinosaur Dash XXI
Sunday, November 6, 2011

IMPORTANT SCHOOL BOOTH INFORMATION

Thank you for signing up for a booth at the Dinosaur Dash XXI on Sunday, November 6, 2011. If you will be selling/serving any food items, you must complete the following steps to be in compliance with the Orange County Health Care Agency:

- STEP 1 Complete and print the attached letter on your PTO/PTA/Booster Group letterhead. You may cut and paste this letter on to your letterhead.
- STEP 2 Review the attached “Recommended Food Handling Guidelines for Nonprofit Associations.”
- STEP 3 Print out the “Application for Health Permit Exemption” and then fill in all the blanks down to and including the type of food to be sold.
- STEP 4 Return the letter on your letterhead and the “Application for Health Permit Exemption” to the Tustin Public Schools Foundation (TPSF) via District mail or U.S. mail to TPSF, 150 El Camino Real, Suite 140, Tustin, CA 92780.
- STEP 5 Because of the Orange County Health Care Agency’s restrictions, you must return these two documents to the TPSF office **no later than Monday, October 24, 2011**. No exceptions. If this paperwork is not received by this date, you will need to choose a non-food item to sell at your Dinosaur Dash booth.

THANK YOU!

Tustin Public Schools Foundation
150 El Camino Real, Suite 140
Tustin, CA 92780

www.tpsf.net

714.832.6299 714.832.1857 (fax) info@tpsf.net

(Date)

County of Orange
Health Care Agency
Environmental Health Division
1241 E. Dyer Road, Suite 120
Santa Ana, CA 92705

To Whom It May Concern:

This is to advise you that _____ will operate a food booth at the Dinosaur Dash XXI, to be held at The Market Place, El Camino Real, Tustin, California, 92782, on Sunday, November 6, 2011.

This organization is a nonprofit association.

We certify the following to be true:

1. The booth will be operated by members of our organization or other noncommercial supporters.
2. All proceeds will be turned over to the above named nonprofit organization or to another approved nonprofit entity.
3. We understand that any exemption issued to us would be for the operation of our nonprofit associations' food booth only and would not imply a blanket approval covering the operation of commercial food facilities at the occasional event.

Sincerely,

(Name)

(Title)

(Date)

ATTACHMENT III

COUNTY OF ORANGE
HEALTH CARE AGENCY
ENVIRONMENTAL HEALTH DIVISION

RECOMMENDED FOOD HANDLING GUIDELINES FOR NONPROFIT ASSOCIATIONS

I. FOOD HANDLERS

- A. Wear clean clothing.
- B. Wash hands before handling food and at frequent intervals.
- C. Wear hat, cap, or some type of hair covering.
- D. Do not smoke in food booths.
- E. If you are ill or have sores on your hands, you should not handle foods.

II. REFRIGERATION-COLD FOODS

- A. Refrigeration; dry ice; or ice may be used.
- B. Meats, hamburger patties, sauces, cream pastries, wieners, sausages, milk and other readily perishable foods require refrigeration to 41°F or below to prevent the growth of pathogenic bacteria or the production of toxins. --- VERY IMPORTANT!
- C. Foods should not be kept out at room temperature in your stands if they require refrigeration.
- D. Thaw all frozen foods by placing them in a refrigerator, or by use of ice or dry ice. You may need 24 to 30 hours to thaw food in this manner.

III. HOT FOODS

- A. Keep foods being served hot at 135°F or above to prevent the growth of pathogenic bacteria or the production of toxins.
- B. Foods kept in warmers or similar devices should be heated quickly.
- C. All hot foods left over from the previous day should not be reused.

IV. FOOD PROTECTION

- A. All open food should be protected from contamination by the public and the food booth workers.
- B. Keep foods covered as much as possible to protect all open foods from flies, dust, insects, and the public. Screening of booths is recommended.
- C. All food, food containers, and utensils should be kept a minimum of six (6) inches above the floor.
- D. Handle foods as little as possible. Use utensils (i.e., tongs, scoops, etc.).

V. UTENSILS

- A. Use only clean utensils.
- B. Use only single-use, throw-away spoons, forks, plates, cups, etc.
- C. Do not use galvanized or enamelware storage containers for acidic foods or juices.
- D. A food thermometer is required in each food booth.

VI. INSECTICIDES: Do not store any poisonous substances such as insecticides near foods.

VII. CONDIMENTS: Individual packages, squeeze, pour or pump-type containers should be used.

Should you desire further information, please contact this office at (714) 433-6000.

APPLICATION FOR HEALTH PERMIT EXEMPTION

FEE EXEMPT

Orange County Health Care Agency
Environmental Health Division
1241 E. Dyer Road, Suite 120, Santa Ana, CA 92705
Telephone: (714) 433-6000 / FAX: (714) 433-6423

**NONPROFIT
ORGANIZATION**

THIS SECTION TO BE COMPLETED BY APPLICANT - PLEASE PRINT

ORGANIZATION: _____

ADDRESS: _____ CITY: _____ ZIP CODE: _____ PHONE: _____

PERSON IN CHARGE OF THE BOOTH: _____

E-MAIL: _____ FAX: _____

ADDRESS: _____ CITY: _____ ZIP CODE: _____ PHONE: _____

NAME OF EVENT: _____ DATE(s): _____

PRINT NAME: _____

I certify that the above information is, to the best of my knowledge, correct.

SIGNED: _____ TITLE: _____ DATE: _____
(Owner or Authorized Representative)

Food/Beverage To Be Sold: _____ Booth #: _____

FOR OFFICE USE ONLY

DATE: _____

ISSUED BY: _____

REMARKS: _____

Articles of Exemption Documents: 501(c) _____ IRS 990 _____ CA FTB _____ Incorporation _____
State Reg of Charitable Trust _____

THIS HEALTH PERMIT EXEMPTION COVERS THE OPERATION OF A TEMPORARY FOOD FACILITY BY A LEGITIMATE NON-PROFIT ASSOCIATION AT THIS OCCASIONAL EVENT ONLY. THIS IS A LIMITED APPROVAL THAT APPLIES TO THE SPECIFIC DATES LISTED FOR THE NON-PROFIT FUNCTION.