



VILLAGE OF OAK LAWN HEALTH & SANITATION FARMERS MARKET APPLICATION



A market for farm produce is usually held outdoors, where farmers sell fresh produce direct to the public not longer than fourteen (14) consecutive days. The menu of the seasonal/farmers market participants will be approved based upon review of the establishment and its operations. All participants must operate in compliance with the applicable IDPH Rules and Regulations. Failure to follow the rules set forth may result in removal from participation and/or alternate enforcement action. Contact our office for further explanation at 708-499-7742.

Return Completed Forms To:

Village of Oak Lawn
Attention: Carmie O’Leary
9446 S Raymond Av
Oak Lawn, IL 60453

APPLICATION REQUIREMENTS:

1. **COMPLETED APPLICATION MUST BE SUBMITTED BY MAY 1ST, 2019.**
2. **Include a copy of the latest inspection within the last six (6) months that was performed by the local health authority.**
3. **Include a copy of the valid Food Service Manager Certification issued to the person responsible for this operation, if applicable.**
4. **Include a copy of all Government Licenses (USDA, IDPH, or Local Health Department) associated with your food product.**
5. **Home-prepared foods CANNOT BE SERVED at events open to the public.**

Business Name: _____

Type of Business: _____

Business Address: _____

Phone: _____ Cell: _____ Fax: _____

E-Mail: _____

Manager Name and License #: _____

FARMERS MARKET PARTICIPANT:

Location of Event: **VILLAGE GREEN AREA NEAR VILLAGE HALL**

First Day of Operation: **6/5/2019** Last Day of Operation: **10/16/2019**

Name of Contact during days of Operation: _____

Contact Phone Number: _____ Contact E-Mail: _____

FOOD INSPECTION INFORMATION:

You are required to provide a copy of the most recent inspection if outside of Oak Lawn. Failure to do so will prevent you from participation at the Farmers Market.

Name of Local or State agency responsible for inspection: _____

Phone: _____ Date of Most Recent Sanitarian Inspection: _____

Previous Event Participation, Location, and Date(s):

IT IS REQUIRED THAT FOOD ITEMS INTENDED FOR SAMPLING BE DISPLAYED WITH A TOOTHPICK, SINGLE SERVICE CUP OR OTHER TYPES OF SINGLE SERVICE TOOLS. CUTTING OF A FOOD ITEM FROM BULK IS NOT PERMITTED. SAMPLES MUST BE COVERED AND KEPT AT REQUIRED TEMPERATURES.

Will foods be prepared or cooked on site? (this includes all cooking demonstrations) YES NO

List each product individually. Check which items are available for sampling.

FRUITS	BAKERY	MEATS/EGGS	JUICES- LIST TYPE(S)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
CHEESE	VEGETABLES	HONEY	OTHER
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CHECK CORRESPONDING METHOD OF FOOD HOLDING, DISPLAY AND PREPARATION FOR EACH FOOD ITEM ABOVE. SEASONAL, UNCUT FRUITS AND VEGETABLES DO NOT APPLY.

COLD HOLDING	
(Note: Ice is not acceptable as a cold holding option).	
Refrigerator	Refrigerated Truck
Freezer	Ice Chest
Drainer Ice	Other

COOKING	
(Note: STERNO is not acceptable as a heating source).	
Oven	Barbeque
Wok	Fryer
Roaster Oven	Stove
Gas Grill	Other

HOT HOLDING	
Oven	Barbeque
Steam Table	Stove
Gas Grill	Toaster Oven
Chafing Dish	Other

SIGNING INDICATES ACCEPTANCE TO COMPLY WITH GUIDELINES STATED ON THIS APPLICATION. FAILURE TO COMPLY MAY RESULT IN REMOVAL FROM PARTICIPATION IN THE FARMERS MARKET AND/OR ALTERNATE ENFORCEMENT ACTIONS FROM THE SANITARIAN.

Applicant Signature: _____

Date: _____

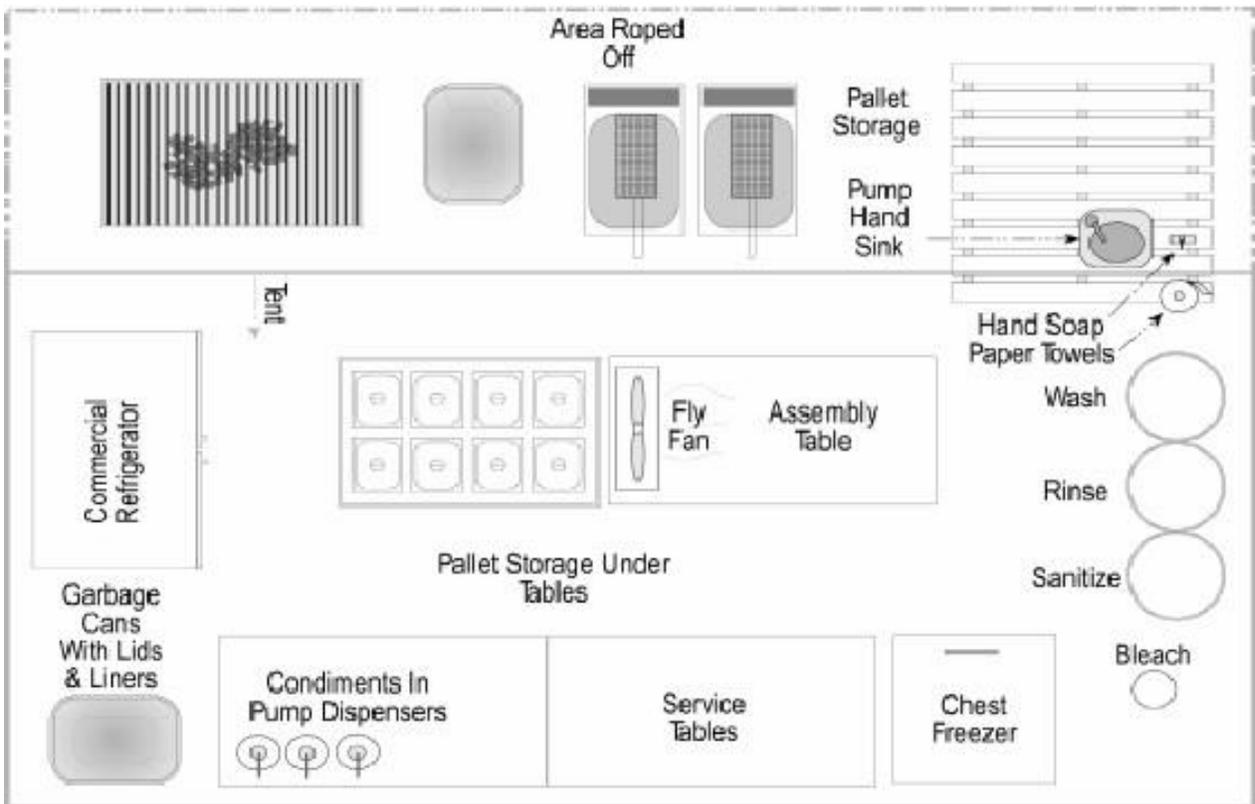
Return Completed Application to:

Village of Oak Lawn
Attn: Carmie O'Leary
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Oak Lawn, IL 60453

PROVIDE DEPICTION OF BOOTH LAYOUT BELOW ↓

BOOTH LAYOUT

SAMPLE

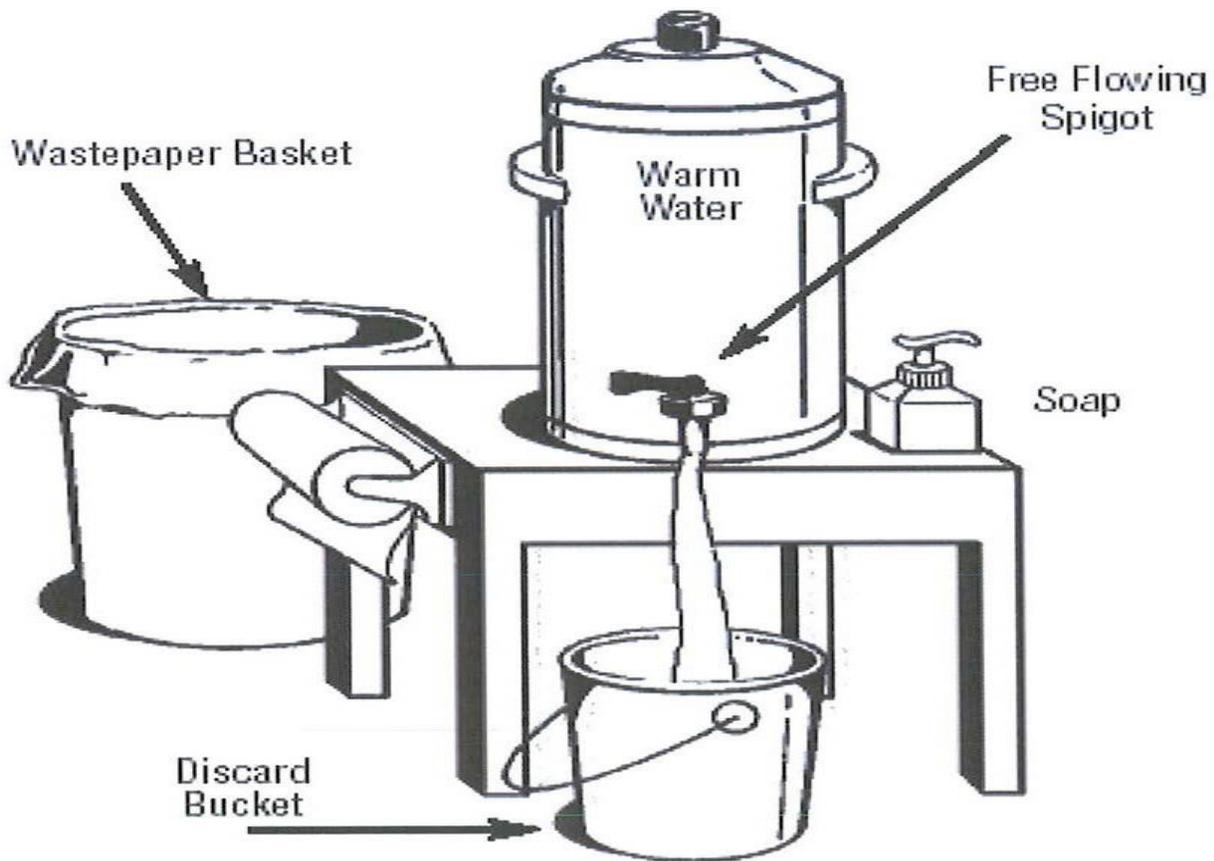


TEMPORARY FOOD VENDOR SELF CHECKLIST

Use this list as a guide to assure you are prepared for the event and an inspection. Items on the list are **required to be onsite and set up prior to opening your booth to sales.**

- ___ 1. Check the amount of power that you will need to adequately operate all of your equipment and lighting (# of AMPS) and verify with the event organizer that sufficient power is provided.
- ___ 2. A rented port-a-potty hand sink is recommended for hand washing, but other methods can be used. You must provide adequate amount of warm water, pump style hand soap, paper towels, a catch bucket for waste water.
- ___ 3. A tent/overhead covering must be provided to protect food service areas. Grills/cooking equipment should not be under the tent.
- ___ 4. All food and non-food items must be stored 6" off of the ground on pallets, tables, dunnage racks.
- ___ 5. Dish washing onsite is not required. Provide enough extra clean utensils to get through the duration of the event.
- ___ 6. Provide sanitizer wipe buckets or spray bottles to keep tables clean and sanitized. Also, provide chemical test kits to verify concentration.
- ___ 7. Provide lidded garbage cans. Cardboard boxes are not approved.
- ___ 8. Clean aprons, shirts, hats, and adequate hair restraints are required for all booth workers.
- ___ 9. A food probe thermometer is required onsite to check food temperatures throughout the event.
- ___ 10. Single use disposable gloves are required for all food handling tasks.
- ___ 11. Ground covering shall be made of concrete, wood, asphalt, duckboards, platforms.
- ___ 12. Dispensers for condiments (individual packets, pump dispensers, or squeeze bottles).
Lidded containers for condiments such as onions, relish, etc.)
- ___ 13. Eating utensils must be dispensed properly & organized to avoid hand contact. Individual sealed utensils work best.
- ___ 14. Brooms, oil dry, etc., for booth clean up at the end of the event.
- ___ 15. Containers to transport, store, and remove used charcoal and fryer grease.
- ___ 16. Water must be obtained from an approved source and be run through a food grade hose to your booth.
- ___ 17. Mechanical refrigeration/freezers must be provided for cold holding potentially hazardous foods at a temperature of 41°F or below. **ICE WILL NOT BE APPROVED FOR COLD HOLDING POTENTIALLY HAZARDOUS FOODS** - it does not work. Please contact the sanitarian to determine what foods are not permitted on ice.
- ___ 18. Electric or propane fired equipment must be provided for hot holding potential hazardous foods above 135°F or above. **STERNOS ARE NOT APPROVED OUTDOORS** - they do not provide adequate/even heat outdoors.
- ___ 19. If you are transporting hot foods it must be reheated to 165°F rapidly, if it does not arrive at 135°F or above to event.
- ___ 20. **USE YOUR THERMOMETER TO CHECK FOOD TEMPS OFTEN.**
- ___ 21. Leftover foods must be discarded at the end of each day and shall not be re- ring subsequent days of the event.

TEMPORARY HAND WASHING SET-UP



Each temporary hand washing set-up for food service employees must be provided with:

- A container of clean water with a free flowing spigot
- Waste water discard bucket
- Liquid, dispensed hand soap
- Paper towels
- Wastepaper basket

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