

Food Vendors:

All food vendors participating in the 2023 West Virginia Folk Festival that do not hold an annual Gilmer County mobile food establishment permit must obtain a Gilmer County temporary food establishment permit to participate in the event. To obtain a permit:

1. Submit a completed APPLICATION FOR A PERMIT TO OPERATE A TEMPORARY FOOD ESTABLISHMENT to the Gilmer County Health Department. Deadline May 1st, 2023.
2. Pay appropriate permit fees to Gilmer County Health Department. The one-time event fee for Gilmer County is \$50 payable by cash, check or credit card.
3. Demonstrate proper, valid food safety training certification by all staff members involved in food handling.
4. Submit to a satisfactory pre-operational inspection by Gilmer County Health Department staff of the temporary food establishment.

Gilmer County Health Department may issue a permit if these conditions are met. Permits are valid for participation in the West Virginia Folk Festival only and not transferable. Gilmer County Health Department reserves the right to conduct additional inspections of temporary food establishments for the duration of the event.

You may both submit applications and payments to, and direct questions regarding the permitting procedure to:

Gilmer County Health Department
809 Medical Drive, Suite 3
Glenville, WV 26351
Phone (304) 462-7351
Fax (304) 462-8956



APPLICATION FOR A PERMIT TO OPERATE A TEMPORARY FOOD ESTABLISHMENT

EVENT NAME: _____

Establishment is a Not for Profit Establishment is a For Profit

Food Establishment: Name _____ Phone _____ Fax _____
Mailing Address _____

Location: _____ Dates of Operation _____

Applicant: Name _____ Age \geq 18? Yes No Phone _____ Fax _____
Mailing Address _____ E-mail _____

Type Operation: PHF means Potentially Hazardous Food, those requiring temperature controls.

- No PHF** Prepackaged non-PHF only or limited preparation of non-PHF
- Limited** One or two main menu items. Cooking, cooling, reheating limited to 1 or 2 PHF. Limited hot and cold holding of PHF.
Limited advanced preparation for next day service. Raw ingredients require minimal assembly. Includes retail food stores,
- Full** Preparing PHF using two or more of the following steps: cooking, cooling, reheating, hot or cold holding, freezing, or thawing.
Extensive handling of raw ingredients. Advanced prep for next day service.

Construction of establishment: Tent Mobile Unit (Trailer) Permanent Structure
Other _____

Attach sample menu or list menu on reverse side of this application.

I hereby certify that the above information is accurate. Further, I agree to comply with Legislative Rule §64 CSR 17, Food Establishments, and to allow the regulatory authority access to the establishment and to records as specified in that rule.

Date _____ Signature of Applicant _____

For Health Department Use Only

Date Received _____ Reviewed By _____ Permit Fee _____
Permit Issued Denied Date _____ Permit No. _____ Comments _____