



**NORTHERN KENTUCKY
INDEPENDENT DISTRICT
HEALTH DEPARTMENT**



January 17, 2017

Subject: Temporary Food Permits

The Northern Kentucky Health Department reduces the risk of food-borne illnesses at local fairs, festivals, craft shows, and other events by inspecting all temporary food vendors prior to operating to ensure basic food safety requirements are met.

The need for such inspections has grown steadily in recent years, with 1,100 temporary food permits expected to be issued in 2017. Due to this increasing demand, the Health Department is working with temporary food vendors and event organizers to make improvements to the application and inspection process to promote efficiency and ensure food safety.

Starting April 1, 2017, applications and fees for temporary food permits must be submitted to the Health Department at least 3 business days prior to the vendor's proposed operating date. Vendors who do not meet these requirements will not be permitted to operate. Refunds will be available for vendors who cancel at least 1 business day prior. The Health Department is closed on the following holidays, thus these dates are considered non-business days: 4/14, 5/29, 7/4, 9/4, 11/10, 11/23, 11/24, 12/25, 12/26, 12/29.

Such improvements allow for inspectors to focus entirely on food preparation and handling practices rather than the administrative aspects of the application process, and improves safety as money will no longer be collected at events. Additionally, requiring applications and permit fee payment in advance promotes prior planning among temporary food vendors and event organizers. This allows the Health Department to provide adequate staffing for inspections.

This letter is part of a larger effort by the Health Department to educate temporary food vendors and event organizers about this policy change. This information will also be communicated via news release, social media posts, and information on the Health Department's website, www.nkyhealth.org. The Health Department is currently developing an online application and payment process.

Temporary food permit requirements and information can be found at –
<http://www.nkyhealth.org/Services/Temporary-Food.aspx>.

We encourage you to share this information with all event organizers and temporary food vendors that will be affected by the policy change.

If you have any questions, please contact me directly at 859.363.2018 or RJ.Beck@nkyhealth.org.

Sincerely,

RJ Beck, RS