



Chelan-Douglas Health District

200 Valley Mall Parkway, East Wenatchee, WA 98802

PLAN AND MENU REVIEW FOR FOOD ESTABLISHMENTS

This application will remain valid for one year from the date of submittal.

APPENDIX I (Catering)

Establishment Name:	Name of Owner (please print):
---------------------	-------------------------------

1. Catering

<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<p>A. Food is transported or catered to other locations. (A caterer is a person or food service establishment preparing food that has been pre-ordered for a specific number of people. Catering does NOT include advertised or public events.) WAC 246-215 01115</p> <p>What is the maximum number of full meals you expect to transport at any one time? _____</p>
<input type="checkbox"/>	<p>B. All food is prepared and stored in an approved facility. (A home or other location used for living or sleeping quarters is NOT an approved facility.)</p> <p>APPROVED FOOD ESTABLISHMENT where FOOD is stored, prepared, portioned, or PACKAGED for service elsewhere. WAC 246-215 06290</p>
<input type="checkbox"/>	<p>C. Location of the commissary/permitted facility for food preparation and food storage:</p> <p>_____</p> <p>_____</p> <p>What facilities are used and for what purpose? i.e. food preparations and food storage etc.:</p> <p>_____</p> <p>_____</p> <p>Dates and hours used: _____</p> <p>_____</p>
<input type="checkbox"/>	<p>D. Will you provide dishes, utensils or glassware at catered event? If yes, how will they be cleaned? WAC 246-215 04145</p> <p>_____</p> <p>_____</p>

<input type="checkbox"/>	Handwash sinks are required at all serving locations including beverage service areas. <u>Restroom handwash sinks do not meet this requirement.</u> Provide details of all temporary handwash stations you will use at remote sites. At least one temporary handwash station must be provided. WAC 246-215, 05205, 05530, 06305, 06310. 02305 _____ _____
<input type="checkbox"/>	Will your handwashing sink be stocked with soap, paper towels and warm water (100-120°F) WAC 246-215 05210?

(1) What is the geographical area you expect to serve? Include time and distance you anticipate for delivery.

(2) List dates, hours and sites to be served on a regular basis. Updated information may be requested.

(3) Provide details of how food will be kept hot and kept cold before, during services and transport at the event. WAC 246-215 09125.

(4) List examples of foods that will be cooked and/or received as final preparation at a catered event site.

Transport Vehicle(s)

Include description, make and model number and license plate of vehicle to be used for transport. Surfaces inside vehicle must be easily cleanable. WAC 246-215 04272			
Number of Vehicles used for transport	#	Surfaces inside vehicles are cleanable	<input type="checkbox"/> Yes <input type="checkbox"/> No
#	Make, Model and License Plate for each vehicle		
	Make:		
	Model:		
	License Plate:		
	Make:		
	Model:		
	License Plate:		
	Make:		
	Model:		
	License Plate:		

Equipment Used in Transport		
	Brand	Insulated:
Hot/Cold Packs		<input type="checkbox"/>
Food Pan Carriers		<input type="checkbox"/>
Food Storage Carriers		<input type="checkbox"/>
Other		<input type="checkbox"/>
Other		<input type="checkbox"/>

Optional to attach pictures

2. Commissary: means an APPROVED FOOD ESTABLISHMENT where FOOD is stored, prepared, portioned, or PACKAGED for service elsewhere. WAC 246-215-01115(20)

Types of Commissary and Application Requirements

Commissary Type		Requirements to Proceed
<input type="checkbox"/>	A commissary kitchen that is owned, leased or rented by the applicant and will not be shared with any other operator.	Nothing further required
<input type="checkbox"/>	A commissary kitchen that is not owned, leased or rented by the applicant and/or is shared with other operators.	Commissary Agreement*
Initial that I understand I can only sell food that has been prepared or stored at an approved facility, or commissary : _____		

* The commissary agreement must state what facilities are provided. Facilities include: restrooms, food prep facility, dry and chemical storage, dishwashing, and/or back-up refrigeration.