



Department of Parks
Monroe County, New York

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County Executive

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Director

Do I need to acquire a “Permit to Operate a Temporary Food Service Establishment” for my Special Use Event in Monroe County Parks? If after reading this document, you still have questions, please contact the Health Department (Ruth Casey at 753-5553 or Sandy Stein at 753-5064). They can provide advice, suggestions, and tips regarding how to provide food at your event.

“NO” situations

- If your event is **not** open to the public, you **do not need to apply** for a Permit to Operate a Temporary Food Service Establishment through the Health Department
- If you are serving food to the public and it is
 - Pre-packaged, commercial items such as pop, chips, granola bars, candy, etc, you **do not need to apply** for a Permit to Operate a Temporary Food Service Establishment through the Health Department

“YES” situations

- If you are having **vendors sell** food to the public:
 - The vendor must apply for a Special Use Permit through the Monroe County Parks Department (753-7281)
 - The vendor must apply for a Permit to Operate a Temporary Food Service Establishment through the Monroe County Health Department (Ruth Casey at 753-5553 or Sandy Stein at 753-5064).
 - This applies even if they have their own food/Health permit at their facility/store/restaurant... their permit does not allow them to operate off their own premises.
- If you are having **vendors (their staff/volunteers) provide their food for free** to the public:
 - They must apply for a Permit to Operate a Temporary Food Service Establishment through the Monroe County Health Department (Ruth Casey at 753-5553 or Sandy Stein at 753-5064).
 - This applies even if they have their own food/Health permit at their facility/store/restaurant... their permit does not allow them to operate off their own premises
- If you are having **food establishments donate food to be served** at the event by your staff/volunteers:
 - Your organization must apply for a Permit to Operate a Temporary Food Service Establishment through the Monroe County Health Department (Ruth Casey at 753-5553 or Sandy Stein at 753-5064).
 - If the foods are on the “Hazardous” list, you must also have a **Certified Food Handler/Worker** onsite during the event.
 - If the foods are NOT on the “Hazardous” list, you DO NOT need to have a Certified Food Handler/Worker onsite during the event.
- If you are **purchasing food to cook and to be served** to the public at your event:
 - Your organization must apply for a Permit to Operate a Temporary Food Service Establishment through the Monroe County Health Department (Ruth Casey at 753-5553 or Sandy Stein at 753-5064).
 - If the foods are on the “Hazardous” list, you must also have a **Certified Food Handler/Worker** onsite during the event.
 - If the foods are NOT on the “Hazardous” list, you DO NOT need to have a Certified Food Handler/Worker onsite during the event.
- All prepared foods must be prepared onsite at the event (after acquiring the Permit to Operate a Temporary Food Service Establishment). **Foods prepared at a house/home cannot be served to the public at any time.**
 - If the foods are on the “Hazardous” list, you must also have a **Certified Food Handler/Worker** onsite during the event.
 - If the foods are NOT on the “Hazardous” list, you DO NOT need to have a Certified Food Handler/Worker onsite during the event.