

*Tillamook County*  
**TEMPORARY RESTAURANT LICENSE INFORMATION**

Temporary Restaurant Licenses are required when food is prepared or served for consumption by the public at events. You may need one or more of the following licenses:

<b>SINGLE EVENT Temporary Restaurant License</b>	<b>SEASONAL EVENT Temporary Restaurant License</b>	<b>INTERMITTENT EVENT Temporary Restaurant License</b>
<p>Operates in conjunction with a <b>single</b> public gathering, entertainment event, food production program or other event.</p> <p><b>E.g.:</b> Home &amp; Garden Show, Rodeo, County Fair, etc.</p> <p><b>Valid for length of event <u>OR</u> up to 30 days; whichever comes first.</b></p>	<p>Must be same menu, location, and access to same sanitation services. Operates in connection with multiple public gatherings, entertainment events, or other events that are arranged for by <b>the same</b> oversight organization*.</p> <p><b>E.g.:</b> Farmers Markets</p> <p>Information related to specific events and dates of operation must be provided at the time of application.</p> <p><b>Valid for up to 90 days.</b></p> <p style="text-align: center;"><b>SUBJECT TO OPERATIONAL REVIEW</b></p>	<p>Must be same menu, location, and access to same sanitation services. Operates in connection with multiple public gatherings, entertainment events, or other events, <b>at least two</b> of which are arranged for by different oversight organizations*.</p> <p><b>E.g.:</b> Two different events at the Fairgrounds</p> <p>Information related to specific events and dates of operation must be provided at the time of application.</p> <p><b>Valid for up to 30 days.</b></p> <p style="text-align: center;"><b>SUBJECT TO OPERATIONAL REVIEW</b></p>

**\*Oversight Organization** is any entity responsible for organizing, managing, or otherwise arranging of a public gathering, entertainment event, food product promotion or other event, including but not limited to ensuring the availability of water, sewer, and sanitation services.

**OPERATIONAL REVIEW** is the examination of a plan of operation for an establishment in order to ensure that the proposed operation conforms to applicable sanitation standards.

Operational Reviews are **required** for initial **Seasonal** or **Intermittent** temporary restaurant licensing **OR** when a licensed facility changes their location or makes “substantial menu alterations,” which means a change of menu that increases the complexity of the food service. An increase in complexity occurs when the menu moves from:

- (a) Service of ready-to-eat foods that requires no further preparation or cooking; to
- (b) Foods that are prepared or cooked on-site and served directly to the consumer that day; to
- (c) Foods that must be prepared in the operation in advance and reheated or cooled over the course of multiple days of operation.

A **Benevolent** (nonprofit) organization **must provide** a tax ID number. Benevolent organizations are not eligible for Seasonal or Intermittent Event permits.

For additional information, please visit our website at [www.tillamookchc.org/temp](http://www.tillamookchc.org/temp) or contact this office at (503) 842-3943 or [allison.garcia@tillamookcounty.gov](mailto:allison.garcia@tillamookcounty.gov).



**Tillamook County**  
**TEMPORARY RESTAURANT LICENSE APPLICATION**

→ (A separate application is required for each booth/location/event) ←

**COMPLETE** application **WITH PAYMENT** must be received at least **TWO (2) WEEKS** before Single Event or **THREE (3) WEEKS** before Farmers Market or other Intermittent/Seasonal Event to avoid a Late Fee  
★★★★ **We are unable to accept and process applications the day before an event** ★★★★★

EVENT INFO	Name of Event <i>(as advertised or otherwise listed)</i>	
	Event Coordinator Contact Information <i>(Name, Phone, and Email of the person in charge of planning the event)</i>	
	Event Street Address & City <i>(location the event will take place)</i>	
	Restaurant, Organization, or Booth Name <i>(name of the business that will be operating at the event)</i>	
	Restaurant/Organization Mailing Address <i>(where we will send billing or correspondence – city, state, zip)</i>	
	Primary Contact <i>(for billing and inspections)</i>	Primary Contact Email
	Primary Contact Phone	Primary Contact Alternate Phone
	Date(s) of Event	Hours of Operation

**PLEASE CHECK ALL THAT APPLY**

**ALL FEES ARE NON-REFUNDABLE**

BENEVOLENT (Non-Profit)	NON-BENEVOLENT (For Profit)	
Tax ID #: _____	<input type="checkbox"/> \$120 Single Event	<input type="checkbox"/> \$25 Licensed Mobile Unit from another Oregon County (with copy of current mobile license)
<input type="checkbox"/> \$30 Single Event Admin Fee	<input type="checkbox"/> \$120 Intermittent Event (*requires <b>Operational Review</b> )	<b><span style="color: red;">\$50 LATE FEE</span></b>
<input type="checkbox"/> \$30 Intermittent Event Admin Fee (*requires <b>Operational Review</b> )	<input type="checkbox"/> \$120 Seasonal Event (*requires <b>Operational Review</b> )	
<input type="checkbox"/> \$30 Seasonal Event Admin Fee (including Farmers Market – *requires <b>Operational Review</b> )	<input type="checkbox"/> \$60 * <b>Operational Review</b> (required for Intermittent or Seasonal Events)	<b>EXEMPT FOODS</b> <i>(requires Exempt Foods Application)</i>
<input type="checkbox"/> \$15 * <b>Operational Review</b> Admin Fee	<input type="checkbox"/> \$300 Farmers Market ( <b>includes</b> License and Operational Review fees)	<input type="checkbox"/> \$10 Application Admin Fee
<input type="checkbox"/> \$20 <b>LATE PAYMENT ADMIN FEE</b>		<input type="checkbox"/> \$5 <b>LATE PAYMENT ADMIN FEE</b>

**Email or Fax application & pay with Credit Card online or over the phone:**  
[allison.garcia@tillamookcounty.gov](mailto:allison.garcia@tillamookcounty.gov)  
Fax: 503-842-3983  
Phone: 503-842-3943

**OR**

**Bring or Mail application & payment:**  
*(mail not recommended due to delays)*  
TCCHC Env. Health  
2111 8<sup>th</sup> St • PO Box 489  
Tillamook, OR 97141

★If submitted electronically, application **MUST BE IN PDF FORMAT** – JPG/other image formats will not be accepted★

***THIS IS NOT A FOOD SERVICE LICENSE***

For additional information, contact this office at 503-842-3943 or [allison.garcia@tillamookcounty.gov](mailto:allison.garcia@tillamookcounty.gov)

Date: _____	Total: \$ _____	Check <input type="checkbox"/> # _____	CC <input type="checkbox"/>
Inv/Acct # _____	Receipt # _____	Cash <input type="checkbox"/>	Online <input type="checkbox"/>

**NO HOME PREPARED FOODS ALLOWED.**

All food must be purchased, prepared, and stored in facilities approved by  
Tillamook County Environmental Health.

**MENU:** Please submit an accurate menu; OR list all food items, including toppings, below.


Where will food be prepared?	Onsite <input type="checkbox"/> Offsite <input type="checkbox"/>	Facility Name: _____ Address: _____
Utensil Washing	Onsite <input type="checkbox"/> Offsite <input type="checkbox"/>	Facility Name: _____ Address: _____

Do you have:

<input type="checkbox"/> Dishwash set up (3 bins) if applicable	<input type="checkbox"/> Thin-tip metal-stem thermometer	<input type="checkbox"/> Garbage Can
<input type="checkbox"/> Portable handwash set up	<input type="checkbox"/> Sanitizer (bleach or quat)	
<input type="checkbox"/> Water container	<input type="checkbox"/> Test strips	
<input type="checkbox"/> Soap		
<input type="checkbox"/> Paper towels		

1. How will food be kept cold? (*ice chest, fridge, etc.*)
2. How will food be kept hot? (*steam table, warmer, crockpot, etc.*)
3. What will you do with leftovers?
4. Name of person(s) who will be onsite with a food handler card:
5. Where is wastewater being discarded?
6. Where are you getting your potable water?

**PLEASE HAVE FOOD HANDLER CARDS AVAILABLE FOR THE EVENT**

**License Applicant Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Inspector Comments:**

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