

## Selling of Food Outside of the Licensed Food Service Operations requires a Temporary Food Service Operations License

Ohio Administrative Code (OAC) 3717-1-01(B)(105) and Chapter 3717 of the Ohio Revised Code (ORC), section 3717.01(K), define a Temporary Food Service Operation (TFSO) as: “a food service operation that is operated at an event for no more than five consecutive days.” Food service operations selling potentially hazardous food (food requiring special handling to prevent spoilage or to inhibit bacterial growth) or non-cottage food production products are required to obtain a food service license from the local County Health Department. The Ohio Revised Code Section 3717.21 states, “No person or government entity shall operate a retail food establishment without a license. A separate license is required for each retail food establishment that a person or government entity operates.” There are exceptions to the requirement for a temporary food license, contact the Department of Environmental Health and Safety at ext. 2215 or 2217 with questions.

Types of Food Items Requiring a Food Service License includes but is not limited to:

Ham and Beans	Hot Dogs	Corn Dogs
Chili	Pizza	Fresh Fruit Salad
Cole Slaw	Sugar Waffles	Elephant Ears
Funnel Cakes	Lemon Shake-Ups	French Fried “anything”
Sandwiches	Chicken BBQ	Corn on the Cob
Nachos & Cheese	Vegetable Salad	Potato Salad
Packaged Ice Cream	Hand-Dipped Ice Cream	Root Beer Floats
Coffee with Dairy Products	Other Potentially Hazardous Foods that may cause illness	

Many events at WSU fall under the definition of a TFSO including, but not limited to, Fall Fest, May Daze and student organization fundraisers. In order to safely and legally sell food to the public at WSU sanctioned events, fundraisers or for any other reason, a Temporary Food Service License must be obtained and specific guidelines for temporary operations must be followed to ensure the safety of the public. Student organizations wishing to sell food must initially contact the Office of Student Activities (019 Student Union, x-5570) to obtain permission and to reserve a location prior to contacting Greene County Combined Health District (GCCHD). Other groups or organizations planning to sell potentially hazardous food at any event or at any time are required call the Greene County Combined Health District (GCCHD) at (937) 374-5606 or (866) 858-3588 to see what rules apply, or visit the following links to the GCCHD website to download a Temporary Food License Brochure, Letter of Intent, and application instructions.

Persons or groups obtaining a Temporary Food Service License are required to have attended a training session on the safe handling of food.

Cooperation with the Temporary Food Service Operation (TFSO) guidelines is required for operations on campus.

Contact the Department of Environmental Health and Safety at 775-2217 if there are questions concerning the requirements for Temporary Food Service License.

Ohio Revised Code (ORC) Chapter 3717: Retail Food Establishments; Food Service Operations  
<http://codes.ohio.gov/orc/3717>

Ohio Department of Agriculture Food Safety Division: Cottage Foods – Requirements for  
Manufacture, Sale and Labeling of Allowed Product  
<http://www.agri.ohio.gov/divs/FoodSafety/foodsafety.aspx#tog>

Wright State University Student Handbook: Food Policy for Registered Student Organizations  
[http://www.wright.edu/students/handbook/03\\_63.html](http://www.wright.edu/students/handbook/03_63.html)

Greene County Combined Health District  
<http://www.gcchd.org/>

Temporary Food License Brochure  
<http://www.gcchd.org/eh/forms/gcchdtemporary.pdf>

Temporary Food License Letter of Intent  
<http://www.gcchd.org/eh/forms/temporaryfoodletterofintent.pdf>