**Only register using this site if you are:**

1) A government agency sponsoring a Single Event Temporary Restaurant; or

2) You have written documentation from the IRS that your organization is tax exempt and is considered Benevolent. A 501 (c) (3) would demonstrate this status.

**What if I am raising money for a good cause, but my group does not have a 501 (c) (3) from the IRS?**

You have two choices:

1) You may approach any institution with a 501 (c) (3) and ask for their sponsorship **for** the event. An officer of an organization willing to sponsor your event should be responsible to register following the instructions below.

2) If a benevolent organization does not register the food event, you must submit a completed license application along with the required fee. The application and instructions are provided at

<https://cooshealthandwellness.org/wp-content/uploads/2019/10/Single_Event_App_2019.pdf>

**Food Safety**

Please review the following food safety materials. If you intend to serve any high risk food\* please consider an in-person consultation with an inspector. There is an administrative fee of $25 for this service. (Walk-in time for consultation is Wednesday mornings). It is your responsibility to assure:

1. People helping with the food have no communicable illness. Ideally food workers should be free of symptoms like vomiting, diarrhea, sore throat and fever for at least 96 hours.
2. A food worker’s attire is clean to prevent cross contamination and an apron or smock is changed if soiled.
3. Minimum cooking temperatures for raw meat are verified by using a thermometer. Use of a 1.5 mm probe thermometer is best when cooking thin portions of raw meat like burgers.

Hand washing is convenient. For example: A hand wash station is within 5 steps of where food is being prepared and within 15 steps of any place food is being served. (More than one hand wash station is ok) <https://cooshealthandwellness.org/wp-content/uploads/2021/05/Temp-Hand-Wash-Station-2021.pdf>

1. Water used for food work is safe. Water from any of the seven cities in Coos County is generally acceptable. Private well is generally not acceptable.
2. Removal of wastewater and garbage at approved locations. Examples: Public sewer, RV dump, and onsite system.
3. No home prepared foods are allowed (except for some baked goods).
4. Home baked goods that are dry may only be offered with a sign stating in effect, “NOTICE: Baked goods served may not have been inspected by the regulatory authority.”
5. The person in charge of food has carefully reviewed TEMPORARY RESTAURANT OPERATION GUIDE <http://public.health.oregon.gov/healthyenvironments/foodsafety/documents/tempguide.pdf>
6. The most important people in food production have a current food handler card. If there are multiple food jobs happening at the same time at least one person at each site must have a food handler’s card. If there are multiple shifts at least one person on each shift must have a food handler’s card. SEE:

<https://www.orfoodhandlers.com/eMain.aspx?State=OREGON>

\*Please consider an in-person consultation when:

* Any worker will handle both raw meat and food that won’t be cooked at about the same time.
* Except for baked goods, food might be cooked on a day different than the day it will be served.
* You want to make and serve fresh cider or juice.
* You want to serve raw shellfish or another raw animal product.
* You have any food safety question about your event.

TO REGISTER SEND AN EMAIL TO EH@chw.coos.or.us AND IN SUBJECT LINE PUT BENEVOLENT REGISTRY and date of event. As submissions are generally reviewed on a weekly basis, providing your information at least 10 days in advance will help assure that it is reviewed. Thank you for registering your event.

Each time you register an event include the following information in the email:

Name of Organization

Unless you represent a government organization, attach a copy of your organization’s IRS 501 (c) (3) Name of Event (and location)

Date of Event

All food Items that will be served

\*\*\*\*\* If you have questions or need further information, please DO NOT send them by email. Contact us at 541-266-6720.