



Moore County Health Department
Environmental Health Section
PO Box 279, Carthage, NC 28327
Phone (910) 947-6283
Fax (910) 947-5127



Temporary Food Establishment Permit Exemption Form

(One event/operation per form)

Form shall be emailed to mcappleh@moorecountync.gov

For questions, please call Moore County Environmental Health: 910-947-6283

Name of Unit/Vendor: _____

Date of Event: _____

Name of Event/Operating Location: _____

Contact Person: _____ Phone Number: _____

Email Address: _____

Address: _____

Reason for Exemption (check one):

- ☐ Permitted Mobile Food Unit or Pushcart
Must attach a copy of your permit. (If event is more than 1 day and mobile food unit or pushcart cannot return to the commissary, a temporary food establishment permit may be required.)
- ☐ Non-Profit Status
Has this non-profit operated at any other time this month? ☐ Yes ☐ No
Operation would include the sale of food with proceeds benefiting the organization.
Documentation must be attached.
- ☐ Non-Regulated Foods
(Example: popcorn, pastries, snow cones, ice cream, cotton candy, etc.)

For Organizations with Exempt Menus

Include (or attach) a list of your menu items below so that it can be confirmed a permit is not required.

Menu Items:



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If using a **non-profit status**, include the following with this application:

- Letter from the IRS verification of non-profit status (501c-3)
- On non-profit letterhead include:
 - Name, address and contact person
 - The purpose of this fundraiser
 - A statement that all proceeds will be returned to the non-profit
 - Dates, times and locations of fundraiser
 - Date and location of last exempted function

The organization documented above is exempt from the food establishment permitting requirement under the rule 130A-250 (7) Exemptions, as defined in the following excerpt:

Establishments (i) that are incorporated as nonprofit corporations in accordance with Chapter 55A of the General Statutes or (ii) that are exempt from federal income tax under the Internal Revenue Code, as defined in G.S. 105-228.90, or (iii) that are political committees as defined in G.S. 163-278.6(14) and that prepare or serve food or drink for pay no more frequently than once a month for a period not to exceed two consecutive days, including establishments permitted pursuant to this Part when preparing or serving food or drink at a location other than the permitted locations. A nutrition program for the elderly that is administered by the Division of Aging of the Department of Health and Human Services and that prepares and serves food or drink on the premises where the program is located in connection with a fundraising event is exempt from this Part if food and drink are prepared and served no more frequently than one day each month.

By signing below, I certify that the information provided on this application is accurate and complete to the best of my knowledge. If it is determined I must apply for a Temporary Food Event Permit, application and fee(s) are due at least 15 days prior to the event. Documentation must be provided to verify permit status, non-profit status or exempted menu.

Signature and Title: _____ Date: _____

We urge food vendors that do not require a permit to follow basic food safety guidelines. Please see the document "TFE Setup Guidance" for guidelines on how to operate a food establishment in a safe manner.