

## TEMPORARY FOOD ESTABLISHMENT PERMIT FEES

UW Environmental Health & Safety (EH&S) charges fees for Temporary Food Establishment Permits based on the temporary food establishment's (TFE's) risk level (minimal, moderate, or complex), which is determined by the complexity of the menu and food-handling processes.

The [fees](#) and risk level [definitions](#) are aligned with [Public Health — Seattle & King County](#) and summarized below. Fees are charged for applications that are approved by EH&S.

**Deadline for submissions:** [Applications](#) are required to be submitted to EH&S 14 calendar days prior to the event to guarantee review and processing, and avoid a rush fee\*\*.

- Applications submitted after 5:00 pm Pacific Standard Time (PST) are counted as submitted the next day.
- The day of the event does not count as a review day.

The permit fees, surcharge fee\*, and rush fees\*\* are reviewed and updated annually in accordance with guidelines from the UW Office of Planning & Budgeting.

### TABLE 1: PERMIT FEES BY RISK LEVEL

Risk level definitions and examples are included in [Table 2](#) below.

Permit Type	Risk Level - Minimal	Risk Level - Moderate	Risk Level - Complex
<b>Single Event***</b>	\$106	\$295	\$380
<b>Multiple (up to 5) Events****</b>	Not applicable	\$654	\$717
<b>Registered Student Organizations</b> (single event only)	\$51	\$51	\$51

\***Surcharge:** A University administrative surcharge of 15.6% is added to the cost if the fee is paid with a credit card.

\*\* **Rush Fees:** If an application submitted less than 14 calendar days prior to the event *and* EH&S is able to process it, a rush fee of \$42 will be added to applications submitted 3-5 calendar days prior to event. A rush fee of \$84 will be added for applications submitted 1-2 calendar days prior to an event.

\*\*\***Single event:** Occurs up to 21 consecutive days in conjunction with a single event; or up to three days per week in conjunction with a recurring event.

\*\*\*\***Multiple event:** Occurs up to five times in a calendar year if it has the same caterer, location, menu, and service period. (Include all event service dates in the application when you apply for a multiple event permit.)

**TABLE 2: RISK LEVEL DEFINITIONS AND EXAMPLES**

	Risk Level - Minimal	Risk Level - Moderate	Risk Level - Complex
<b>Definition</b>	<ul style="list-style-type: none"> <li>Pre-packaged cold Time/Temperature Control for Safety (TCS) food<sup>1</sup> is made by a permitted food establishment.</li> <li>No unpackaged food handling or sampling.</li> <li>No on-campus food preparation.</li> </ul>	<ul style="list-style-type: none"> <li>Unpackaged TCS food<sup>1</sup> handling with <i>limited</i> on-campus preparation</li> <li>Includes reheating pre-cooked ready-to-eat commercially made (USDA/WSDA) foods</li> <li>Includes hot holding TCS foods</li> <li>No raw animal foods</li> <li>No cooking or cooling foods</li> </ul>	<ul style="list-style-type: none"> <li>Unpackaged TCS food<sup>1</sup> handling with on-campus food preparation</li> <li>Includes cooking and/or serving raw animal foods</li> <li>Includes cooling foods in a permitted on-campus commissary kitchen</li> <li>Includes non-continuous cooking of raw animal foods.</li> </ul>
<b>TFE Examples</b>	<ul style="list-style-type: none"> <li>Individually prepackaged cold sandwiches or box lunches</li> <li>Prepared cold deli trays or fruit trays that will just have their lids removed for a consumer self-service (buffet) service</li> <li>Beverages, pre-packaged at the permitted food establishment (e.g., boba/milk tea)</li> </ul>	<ul style="list-style-type: none"> <li>Scooping ice cream <i>or ice</i>;</li> <li>Cutting and serving TCS baked goods (e.g., whipped cream or custard cakes at an event);</li> <li>Preparing Italian sodas, espresso drinks (with TCS milks and creams)</li> <li>Preparing churros, pancakes, waffles, funnel cakes, from a commercial dough or powder mix (no raw eggs)</li> <li>Reheating commercially precooked foods at a food booth (e.g. commercial packaged pre-cooked hotdogs, canned chili or soup)</li> <li>Cooking liquid pasteurized eggs onsite, made to order</li> <li>Delivery and setup of chafing dishes for prepared hot foods for hot holding or immediate service</li> <li>A mobile food unit with a risk level II operating permit from a WA state local health jurisdiction</li> </ul>	<ul style="list-style-type: none"> <li>Campus unit or RSO food workers renting an on-campus permitted kitchen to cook and cool foods</li> <li>Grilling vegetables for hot holding</li> <li>Using grills/BBQs to cook raw animal foods (e.g., hamburgers)</li> <li>A mobile food unit with a risk level III operating permit from a WA state local health jurisdiction</li> </ul>

<sup>1</sup> **Time/temperature control for safety (TCS) food** will spoil, decay or become unsafe to eat if not under time or temperature controls to limit growth of illness causing bacteria or toxin formation.