

2017 RAGBRAI FOOD LICENSE REQUIREMENTS

LICENSE REQUIREMENTS

*When is a license needed?

- When providing unpackaged food or beverages to the public. Examples- tacos, burgers, lemonade, BBQ, etc.
- When providing commercially prepared pre-packaged food or beverage that requires temperature control for safety. Examples- ice cream bars, milk, yogurt, etc.
- When providing cut fruits that require temperature control for safety- Examples- cut watermelon, cantaloupe, and honeydew melons.

When is a license not needed?

- When providing commercially prepared pre-packaged food or beverage that does not require temperature control for safety. Examples- bottled sodas, packaged candy, packaged chips, packaged granola bars, etc.
- When providing whole, uncut fruits and vegetables

WHO MUST BE LICENSED?

- For profit organizations and individuals
- Non-profit organizations who do not meet exemption requirements

*Non-Profit License Exemptions: Premises regularly used by a nonprofit organization which engages in the serving of food on the premises as long as the following restrictions are not exceeded:

- Does not serve food more than one day per calendar week. (Including temporary events)
- Twice per calendar year – may serve to the public up to 3 consecutive days
- May use another nonprofit organization's premises, not more than twice per year for one day, to serve food.

*Food Vendors are responsible for applying for and obtaining their license. (City organizers may not issue food licenses to sell food- only permits to operate in the city.)

LICENSE TYPES

- **Temporary Food License** – used in conjunction with an event, and may be used up to 14 consecutive days in conjunction with that event at a single location.
- **Mobile Food License**, aka- Food Truck (Annual License), may be used up to 3 days in a single location before the unit has to move.

- **Food Service or Retail License**, aka- Restaurant, Grocery Store (Annual License)– may only be used on the premises for which the license was issued. A licensed establishment may set up a food stand on their own premises without an additional food license requirement.

TEMPORARY FOOD LICENSE

- \$33.50 per license- Each RAGBRAI town is its own “Event” and vendors must have a separate license to operate in each town. If a vendor has more than one stand, each stand must have a separate license.
- No online payment service is available. License applications must be mailed to the appropriate Regulatory Authority and must be received in enough time to ensure that licenses can be emailed or mailed back to the vendor prior to the event.

APPLYING FOR A LICENSE

Food Licenses must be applied for through the appropriate Regulatory Authority Agency. Temporary Food Establishment licenses are issued for a single event. Ensure that the correct Agency is contacted by clicking on the county where the event is being held. <https://dia.iowa.gov/food-and-consumer-safety-bureau>

Retail Food Service and Mobile Food Unit Licenses have an approximate 30 day processing timeframe and must also be applied for through the appropriate Regulatory Authority Agency.

Temporary Food Establishment Rules and Regulations:

https://dia.iowa.gov/sites/default/files/documents/2017/04/temporary_food_operation_guide.pdf

Temporary Food Establishment Handwashing Guidelines: <https://dia.iowa.gov/document/temporary-food-stand-handwashing-setup>

Temporary Food Establishment Vendor Checklist:

https://dia.iowa.gov/sites/default/files/documents/2016/04/temporary_food_vendor_checklist.pdf

PROVIDING SERVICES

- WATER/ICE
 - Water and ice shall be provided from an approved source (city, county, bottled, and wells that have a satisfactory water test within the last year)
 - Waste water shall be disposed of in an approved waste water disposal system sized, constructed, maintained and operated according to LAW.
- ELECTRICITY
 - Ensure each stand has enough electricity to safely operate (lighting, mechanical refrigeration and hot holding)
- TOILETS/HANDWASHING
 - An adequate number of approved toilet and hand washing facilities shall be provided at each event

POINTS OF CONTACT (by County)

County	Regulatory Authority	Contact Information
Sioux	Siouxland District Health Department	712-279-6119, www.siouxlanddistricthealth.org , SDHD@sioux-city.org
O'Brien	Siouxland District Health Department	712-279-6119, www.siouxlanddistricthealth.org , SDHD@sioux-city.org
Clay	Siouxland District Health Department	712-279-6119, www.siouxlanddistricthealth.org , SDHD@sioux-city.org
Palo Alto	Siouxland District Health Department	712-279-6119, www.siouxlanddistricthealth.org , SDHD@sioux-city.org
Pocahontas	Buena Vista County Health Department	712-749-2555, http://www.bvcountyiowa.com/ , kjohnson@bvcountyiowa.com
Kossuth	Department of Inspections and Appeals	Barry Phillips, 515-250-9165, https://dia.iowa.gov/ , barry.phillips@dia.iowa.gov
Hancock	Department of Inspections and Appeals	Merri Cross, 515-250-3973, https://dia.iowa.gov/ , merri.cross@dia.iowa.gov
Cerro Gordo	Cerro Gordo County Health Department	(641) 421-9336, www.cghealth.com , environ@cghealth.com
Floyd	Department of Inspections and Appeals	Merri Cross, 515-250-3973, https://dia.iowa.gov/ , merri.cross@dia.iowa.gov
Chickasaw	Department of Inspections and Appeals	Merri Cross, 515-250-3973, https://dia.iowa.gov/ , merri.cross@dia.iowa.gov
Howard	Department of Inspections and Appeals	Merri Cross, 515-250-3973, https://dia.iowa.gov/ , merri.cross@dia.iowa.gov
Winneshiek	Department of Inspections and Appeals	Merri Cross, 515-250-3973, https://dia.iowa.gov/ , merri.cross@dia.iowa.gov
Allamakee	Department of Inspections and Appeals	Sherri Sigwarth, 515-661-3637, https://dia.iowa.gov/ , sherri.sigwarth@dia.iowa.gov
**General Questions	Department of Inspections and Appeals	Julie Kraling, DIA, 515-689-4718, https://dia.iowa.gov/ , julie.kraling@dia.iowa.gov