

KENT COUNTY HEALTH DEPARTMENT

ENVIRONMENTAL HEALTH

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When does a temporary food license need to be obtained?

Is the event serving food to a private party or is it open to the public?

Private Party/Event: (Invite only events with no public advertisement) **NO LICENSE NEEDED**

Examples of a private party/event:

- Graduation parties
- Weddings
- Funerals
- Pancake breakfast for church congregation only, with no advertisement to the public.
- Neighborhood block party with invited attendees only (a list of attendees can be provided).

Open To The Public: LICENSE NEEDED

Examples of open to the public:

- A church advertising on a road sign that they are offering a pancake breakfast.
- A commercial on the radio/tv for an event where food is served.
- An event where food is handed out to the public.
- Neighborhood block party where it's advertised, and/or the general public is welcome.

Other Exemptions For Not Needing A License:

When packaged food is served

Examples:

- Handing out individual wrapped ice cream/popsicles.
- Handing out individual/single servings of canned pop, wrapped candy, bagged chips.

When a licensed food establishment wants to serve food that doesn't require any assembly/cooking of the food

Examples:

- Scooping/serving food that no longer needs to be assembled/cooked (soup, lasagna, assembled sandwiches).

A food contest, where only a designated judging panel consume the food

Examples:

- BBQ contest.
- Chili cook-off.

Serving non-hazardous/single serve food items from a licensed food establishment

Examples:

- Handing out store bought donuts.
- Handing out store bought cupcakes.

**This document is intended to be a guideline only. For further guidance on food safety please contact
Kent County Health Department at 616-632-6900**