



TEMPORARY FOOD EVENT COORDINATORS'S APPLICATION

EACH VENDOR IS REQUIRED TO PAY \$75.00 PERMIT FEE AT LOCAL HEALTH DEPT.
TO BE COMPLETED FOR EVENTS WITH SEVERAL TEMPORARY FOOD VENDORS

- 1. Name of event: _____
- 2. Event location: _____
- 3. Dates and times of event: _____
- 4. Name(s) of event coordinator(s):
Name _____ Phone _____
Address _____

Name _____ Phone _____
Address _____
- 5. Name(s) of the on-site coordinator(s) and contact information during the event:
Name _____ Phone _____
Address _____

Name _____ Phone _____
Address _____
- 6. Number of TFE vendors: _____
- 7. Number of set up locations: _____
- 8. Dates and times for food service operations: _____
- 9. Will electricity be provided to the TFE vendors?: Yes No
- 10. Describe water supply: _____

NOTE: If a non-public water supply is to be used, the results of a recent bacteriological water analysis must be submitted with this application.

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11. Describe toilet and hand washing facilities (type, number, and location): _____

a) Indicate who will be responsible for their maintenance during the event: _____

b) If portable toilets are to be used, how often will they be serviced (emptied) during the event? _____

12. Describe the wastewater disposal system:

13. Describe the solid waste disposal:

14. Provide copies of the food vendor applications to Environmental Health at least fifteen (15) days prior to the event. Along with the application information, the vendor will be supplied with the requirements for permitting and operation of a temporary food establishment as outlined in the temporary food establishment guidelines and check list and as detailed in the requirements for temporary food establishments.

15. Attach a map of the event indicating the location of food booths, event boundaries, streets, toilet facilities, and locations of waste disposal facilities (liquid wastes, garbage, and grease). Approval of this application by the Granville Vance District Health Department does not indicate compliance with any other code, law or regulation that may be required (i.e., Federal, State, or Local).

A pre-opening inspection of the TFE with equipment in place will be necessary to determine compliance with the rules and regulations governing temporary food service establishments. **A permit cannot be issued unless all of the requirements are met.**

Coordinator's signature

Date

Return application and documentation to Granville Vance District Health Department, Environmental Health seven days before the event.

Filled by Granville Vance Public Health Environmental Health Department:

Received date: _____

Approval: _____

If you have any questions, please contact this office Monday – Friday, between 8:30 a.m. to 5 p.m., contact numbers listed above.

