



**DEPARTMENT OF PUBLIC HEALTH
Division of Environmental Health**

260 East 15th Street
Merced, CA 95341
(209) 381-1100
(209) 384-1593 (FAX)
<http://www.countyofmerced.com/eh>
Equal Opportunity Employer

COMMUNITY FOOD EVENT VENDOR APPLICATION

BOOTH / SPACE#
ORGANIZER TO FILL OUT

Directions: Each food booth operator/vendor must complete and sign this Community Food Event Vendor Application and return it to the event organizer. The event organizer must submit all applications to this office at least 2 weeks prior to the event. Provide all information requested. Incomplete applications may delay approval. **PRINT CLEARLY**

EVENT	1. NAME OF EVENT		2. LOCATION NAME AND ADDRESS OF EVENT	
	3. CITY	4. DATES OF OPERATION	5. HOURS OF OPERATION	

VENDOR	6. VENDOR ORGANIZATION OR NAME OF FOOD BOOTH		7. ATTENDED EVENT IN THIS COUNTY BEFORE? <input type="checkbox"/> YES <input type="checkbox"/> NO	
	8a. OPERATING FROM A MERCED COUNTY PERMITTED MOBILE FOOD FACILITY? <input type="checkbox"/> YES (go to #8b) <input type="checkbox"/> NO (go to #9)		8b. IF YOU MARKED "YES" ON 8A, THEN LIST THE MOBILE FOOD FACILITY PERMIT # & STICKER #:	
	9. CONTACT PERSON	10. MAILING ADDRESS	11. CITY	
	12. EMAIL ADDRESS	13. STATE	14. ZIP	15. PHONE #

BOOTH INFORMATION	16a. PLEASE MARK ALL THAT APPLY FOR YOUR BUSINESS STATUS:	
	<input type="checkbox"/> FOR PROFIT* EXEMPT MILITARY VETERAN <input type="checkbox"/> OTHER (Please Specify) _____ <i>*IF YOU ARE A FOR PROFIT DONATING PROCEEDS TO A NON-PROFIT ORGANIZATION, PLEASE CONTACT OUR OFFICE TO DISCUSS PERMIT OPTIONS.</i>	
	16b. PLEASE MARK ALL THAT APPLY FOR YOUR MERCED COUNTY HEALTH PERMIT TYPE (REQUIRED):	
	I DON'T HAVE A PERMIT AND AM APPLYING FOR ONE <u>ANNUAL</u> TEMPORARY FOOD FACILITY (Facility # _____) <u>ANNUAL</u> MOBILE FOOD FACILITY / MFF (Facility # _____) <u>ANNUAL</u> MOBILE FOOD FACILITY PREP UNIT / MFPU (Facility # _____)	
	17. PLEASE SPECIFY WHICH OF THE FOLLOWING YOU WILL BE ATTENDING WITH (An enclosed booth is required where open food is present):	
<input type="checkbox"/> CANOPY <input type="checkbox"/> FULLY ENCLOSED BOOTH <input type="checkbox"/> CART (MFF ONLY) <input type="checkbox"/> VEHICLE (License # _____) <input type="checkbox"/> TRAILER (License # _____) <input type="checkbox"/> BUILDING / HALL / OTHER (Please specify) _____		
18. THE FOLLOWING ARE PART OF THE CONSTRUCTION OF MY BOOTH (Check all that apply, Booth flooring required when located on grass or dirt):		
<input type="checkbox"/> CANOPY <input type="checkbox"/> SCREENS <input type="checkbox"/> WOOD <input type="checkbox"/> PLASTIC TARP <input type="checkbox"/> CLEANABLE FLOOR <input type="checkbox"/> ENCLOSED TRAILER / TRUCK <input type="checkbox"/> BBQ <input type="checkbox"/> OTHER (Please specify) _____		

FOOD INFORMATION	19. PLEASE ANSWER THE FOLLOWING QUESTIONS REGARDING THE FOOD YOU WILL BE SELLING AT THE EVENT:	
	A. DOES ANY FOOD CONTAIN MEAT, DAIRY, EGGS, CUT FRUIT, OR CUT VEGETABLES?	YES NO
	B. WILL FOOD ITEMS STILL BE SEALED IN THEIR ORIGINAL PACKAGING WHEN SOLD OR GIVEN AWAY?	YES NO
	C. WILL FOOD BE PREPARED OR PORTIONED ON SITE AT THE TEMPORARY FOOD FACILITY EVENT?	YES NO
	D. WILL ANY FOOD BE PREPARED AT ANOTHER LOCATION BY THE APPLICANT? YES (continue to #20) NO (continue to page 2)	
	E. WHAT IS THE AMOUNT OF TIME USED TO TRANSFER FOOD TO THE EVENT? _____ MINUTES / HOURS	
	#20 TO BE COMPLETED BY THE OPERATOR OF THE APPROVED COMMERCIAL / COMMUNITY KITCHEN WHERE FOOD WILL BE PREPARED.	
20. THE FOOD VENDOR LISTED ON THIS FORM HAS PERMISSION TO USE THE APPROVED COMMERCIAL / COMMUNITY KITCHEN NAMED BELOW FOR THE PREPARING AND STORING OF FOOD ON THE FOLLOWING DATES:		
BUSINESS NAME OF COMMERCIAL / COMMUNITY KITCHEN: _____ ADDRESS OF COMMERCIAL / COMMUNITY KITCHEN: _____		
CITY: _____	STATE: _____ ZIP: _____ PHONE: _____	
EMAIL: _____	OPERATOR OF COMMERCIAL / COMMUNITY KITCHEN: _____	
SIGNED _____	PRINT NAME _____ DATE _____	

21. List **ALL** food items, including drinks, ice, condiments, and prepackaged foods such as chips or candy. (Attach an additional sheet if needed)

FOOD INFORMATION (cont'd)	FOOD ITEM(S) (see bullets below regarding sink requirements)	COOKING METHOD (ex: fried, grilled, baked, cooked-to-order)	HOT HOLDING EQUIPMENT	COLD HOLDING EQUIPMENT	WHERE is food purchased / obtained?

- All vendors handling unpackaged food must have a **handwashing station(s)** inside the food booth / prep or service location(s).
- All vendors using utensils (ex: spatulas, tongs, spoons or scoops, pans, trays, pitchers, probe thermometers, or other equipment or implement that contacts food) must have a **utensil washing station** inside a protected location and in close proximity to the vendor.

Sketch Sheet – In the following space, provide a drawing of the food booth. Identify and describe all equipment, including handwashing facilities, utensil washing facilities, cooking, hot holding and cold holding equipment, prep tables, food storage, and garbage containers. (Annual MFF/MFPU or Annual TFF does not need to sketch their booth/vehicle/etc...)

Utensil Washing: Yes No Handwashing: Yes No
 Will you be sharing a utensil sink? Yes, # sharing: _____ No

How many people will be working in the booth? _____

I, _____ (print name), have read the TFF guidelines and understand what is expected of me in order to operate my temporary food facility at this event. If I fail to provide the required items, or I have food from unapproved sources, during the operation time, it may result in suspension / revocation of my permit, or further legal action.

Operator's Signature: _____ **Date:** _____

FOR OFFICE USE ONLY:		<input type="checkbox"/> PAID: INVOICE #: _____ \$ _____ TE #: _____ <input type="checkbox"/> EXEMPT _____ BO#: _____
A/R No: _____	APPROVED _____	
DATE _____		

EQUIPMENT / TOOL / MATERIAL CHECKLIST

Please check all you plan on bringing to the event. This is optional and can be filled out and provided as part of your application submission.

Metal probe thermometer (range 0°F - 220°F)

Hand wash station (must set up before operating):

Plumbed sink with warm water (over 3 day event)

Insulated container with spigot (ex: Gott, Thermos) and warm water (less than 3 day event)

Paper towels

Liquid soap in pump style container

Catch basin

Bleach/Sanitizer & Matching Test Strips

Container for sanitizer water

Commercially bottled water used in foods and/or beverages

Liquid waste storage containers

Refrigeration equipment

Ice for holding foods cold (below 45°F)

Hot holding equipment (above 135°F)

Ice for consumption (Drink ice)

Separate storage containers for ice used for drinks and ice used for keeping foods cold

Cooking equipment

Something to block heat generating equipment from public contact (rope, chairs, plywood, tables, saw horses, etc) or locate heat generating equipment in a part of booth not accessible to public

Extra Utensils (event less than 4 hours)

Plumbed utensil washing sink with hot and cold water (event over 4 hours long)

Sharing utensil washing sink with another vendor.

Name of vendor:

Location of sink:

Garbage bags

Garbage containers

Food utensils

Food containers

Items to protect food from contamination:

Covers for food containers

Food handling gloves

Food preparation tables

Food storage shelves, pallets, or tables

Food condiment containers with attached lids

Containers with spigots for bulk beverages

Hair confinement

Electrical cords

Electrical cord trip hazard prevention items (duct tape, hang overhead, etc.)

Electrical generator (if needed)

Flooring for food booth if on dirt or grass:

Tarp

Mats

Plywood

Rugs

Fuel for hot holding equipment and cooking equipment:

Gas

Charcoal, etc.

Electricity

Other: _____

Money handling equipment

Food booth name sign

Other items: _____