



Placer County Health and Human Services Department

Temporary Food Facilities at Community Events Application for **COMMUNITY EVENT Permit**

A. Introduction

The purpose of this application is to assist Placer County community event coordinators in working effectively with the food vendors to assure safe and sanitary food service. This application applies to both for-profit and non-profit vendors participating in community events such as fairs and festivals.

This application is not intended for private events for members and invited guests.

B. Responsibilities

Community event coordinators have four primary responsibilities:

1. Assure that participating food vendors have a valid Food Vendor Permit with Environmental Health. “**FOOD**” means a raw, cooked, or processed edible substance, ice, **BEVERAGE**, an ingredient used or intended for use or for sale in whole or in part for human consumption, and chewing gum.
2. Complete the Community Event Permit application and submit it along with applicable fee to Placer County Environmental Health at least **two weeks** before the event. (Note: You may attach your own site map)
3. **COPIES** of valid Placer County Food Vendor Permits are required for EACH PROPOSED FOOD VENDOR WANTING TO ATTEND THE EVENT. Failure to provide copies of valid Vendor Permits may delay processing and approval of the event application.
4. Provide adequate sanitation support services for the event, such as chemical toilets with hand washing stations, janitorial services and waste disposal.
5. Remind food vendors to post their Food Vendor Permit and the Food Vendor Self Inspection form in the booth during all hours of operation.

C. Fees

- 1) Event fee - \$194
- 2) **Above fee effective from July 1, 2019 - June 30, 2020.**
- 3) Event is eligible for a fee reduction if all vendors are non-profit

CI. Additional Information

For additional information, contact Placer County Environmental Health, Consumer Protection Programs, Auburn office at (530) 745-2300, or the Tahoe office at (530) 581-6240.

Temporary Food Facilities at Community Events
Application for **COMMUNITY EVENT Permit**

Event Name _____

Event Location _____

Date(s) of Event _____

Hours of Operation _____

Anticipated Attendance _____

Organization Name _____

Coordinator Name _____

Coordinator Mailing Address _____

City _____

State _____

Zip _____

Coordinator Contact Phone Number(s) _____

Email Address _____

I certify that I am familiar with the infrastructure requirements for food service at community events (as listed in the attached site map checklist taken from the California Health & Safety Code), and that I will be responsible for the provision and maintenance of restrooms with hand washing, water supply, waste removal, janitorial facilities, or any other temporary food facility common services. I also understand that depending on risk assessment and staff assignments, initial vendor phone interviews and/or event inspection may be conducted by Environmental Health Services.

Event Coordinator Signature _____

Date _____

Office Use Only

Paid: \$ _____ Check #: _____ Receipt #: _____ Invoice #: _____ Date: _____

PE: _____ SR #: _____ AR #: _____ Permit Issued: Yes No

REHS Signature: _____

Date: _____

Site Map- Temporary Food Facilities at Community Events

Site Map Checklist

- North arrow
- Cross street for reference
- Vendor location
- Toilet and hand washing facility location

Notes:

- A. There needs to be at least one toilet and hand washing facility for every 15 food workers within 200 ft of each food service facility.
- B. Hand washing facilities must have hot and cold running water, soap, and single use towels in permanently installed dispensers and receptacle for paper towel waste.

- Janitorial facilities**
The event needs adequate janitorial services for cleaning facilities and restrooms.
- Location where vendors will dispose of their waste water**
- Garbage collection and storage locations**
- Potable water supply (if on-site well is utilized)**