



Buncombe County Health and Human Services

Temporary Food Event Vendor Application

This application must be completed and submitted to the Buncombe County Environmental Health to provide information about all food preparation and sales to the public at any public event or exhibition within Buncombe County. **Applications must be submitted no later than 15 days prior to the event.**

Please Note: A fee of \$75.00 will be required for each food service permit and must be paid with the submission of each Food Vendor Application.

1) Name of Event: _____ Date of Event: _____

2) Address of Event: _____
Street City State Zip

3) Name of Vendor: _____ Vendor Phone: _____

4) Vendor Business Name: _____

5) Vendor Business Address: _____
Street City State Zip

Please note: food booth must be completely set up prior to permitting and NO food preparation is allowed in the booth until the permit is issued

6) Date for permitting: _____ 7) Time for permitting: _____

8) Applicant Email Address: _____

9) Will vendor prepare food prior to the event? Yes No

If you checked "yes" food will be prepared prior to the event*, provide the name of the facility where food will be prepared:

Name of Prep Facility: _____ Date of preparation: _____ Time of Preparation: _____

Address of Prep Facility: _____
Street City State Zip

***Please Note: Advanced preparation may require a permit by BCHHS for the preparation site.**

10) As of September 1, 2012, the vendor/permit holder shall require all food service employees to comply with an approved Employee Health Policy. Do you have an approved Employee Health Policy? Yes No

11) Please check the box that best describes the source of water for your food booth:

- | | |
|--|---|
| <input type="checkbox"/> City water supplied by organizer (requires food grade hose) | <input type="checkbox"/> Tap water supplied by vendor |
| | Source location: |
| <input type="checkbox"/> On-site private well (requires sampling by BCHHS) | <input type="checkbox"/> Bottled water supplied by vendor |

12) Check the box that best describes the disposal method for the following:

<u>Garbage:</u>	<u>Wastewater:</u>	<u>Grease:</u>
Waste can be taken offsite	Portable toilet at event	Grease taken offsite
Event dumpster	Event grey water bin	Event grease receptacle
Other: _____	Other: _____	Other: _____

13) Check the box that best describes your equipment:

<u>Cold Holding:</u>	<u>Hot Holding:</u>	<u>Utensil Washing:</u>	<u>Hand Washing Set-</u>
Refrigerated truck	Chafing dishes	3 Utility sinks	<u>up</u> Mechanical
Commercial refrigerator	Electric hot box	3-compartment sink	sink Gravity flow
Freezer	Grill	3 Basins	set-up Other:
Other: _____	Other: _____	Other: _____	_____

14) Will ready-to-eat produce (vegetables or fruit) be prepared in your food booth? Yes (requires a prep sink) No

15) Provide a complete list of all food/menu items in the chart below and check "Advanced Preparation" if the food/menu item will be prepared prior to the event or check "Prepared at Event" if no advance preparation is needed. Check both "Advanced Preparation" and "Prepared at Event" if food/menu item requires both types of preparation.

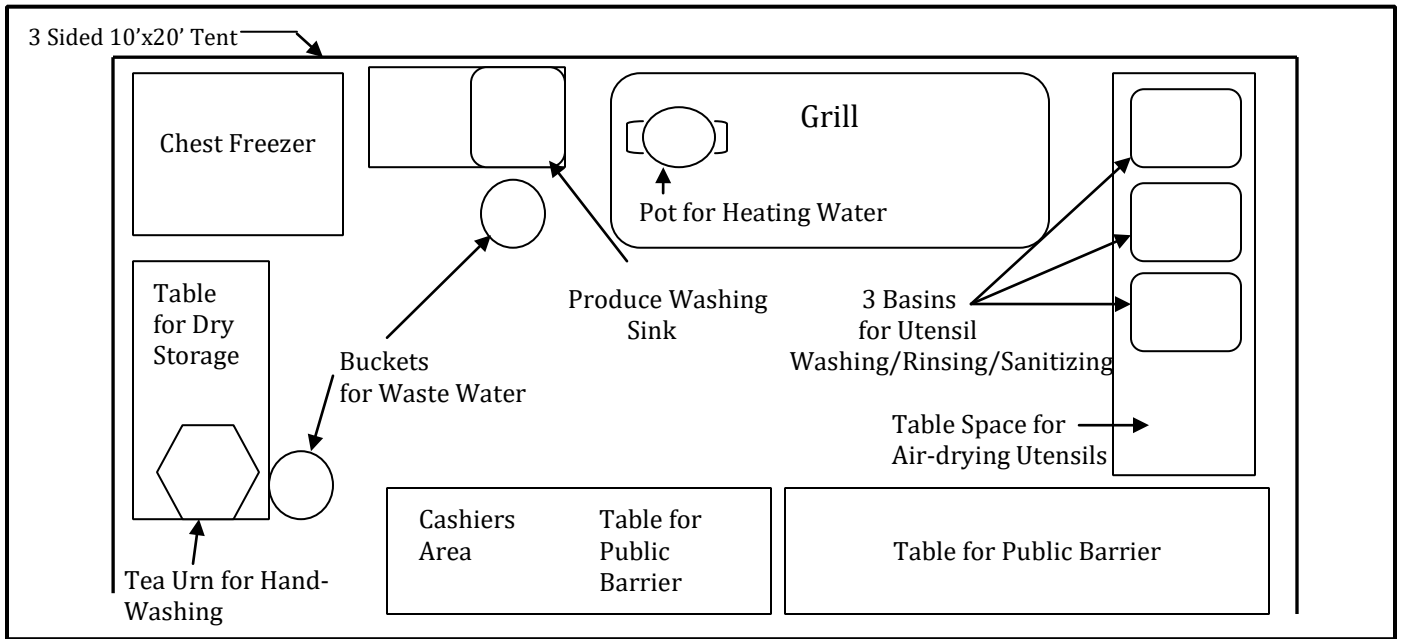
Please include all add-on items such as lettuce, tomato, onion, etc. (example: Hamburgers with cheese, lettuce, tomato, onion).

Food/Menu Items	Advanced Preparation*	Prepared at Event

***Please note: food preparation may not exceed more than 7 days prior to the event.**

16) Check the box which describes your food booth set up:
 3-sided tent Tent with fans Mobile food unit Other: _____

17) Find the following example of a typical food booth set-up. Please note that ALL food booths must have approved hand wash set-up and utensil washing set-up for washing, rinsing and sanitizing equipment. Other equipment needs may vary.



I certify that the information in this application is complete and accurate. I understand that:

- Any changes to my operation must be submitted to the Buncombe County Environmental Health for review and approval prior to the day of the event
- All potentially hazardous foods (PHF) that I am serving must be maintained at approved temperatures (41°F or below for cold food and 135°F or above for hot food) during transport, holding and/or service
- Failure to maintain approved temperatures for PHF may result in disposal or embargo of the food

Applicant Signature: _____ **Date:** _____

Office Use Only
 Reviewer Signature: _____ Date: _____
 Comments: _____