

Event Information				
Event Name:				
Location:			City:	
Set Up Date: ___/___/___		Set Up Time:	Event Times:	
Event Dates: Starting ___/___/___		Ending: ___/___/___		
Will be at this location for ___ days/dates. If not consecutive days list dates of business here:				
Date:	Date:	Date:	Date:	Date:

***This permit is only good for one location, for a maximum of the fourteen (14) days listed above.**

Vendor Information				
Organization/Business Name:				
Address:				
City:		State:	Zip Code:	
Phone #:		Fax #:		
Organization Chairperson/Business Owner:			Phone #: () -	

*** Permit payment by cash, cashiers check or money order only. Permit fee is not refundable.**

Applicant's Signature	Printed Name

Sanitarian's Signature	Printed Name

- Application and fee shall be received at least 10 days in advance of the event- Sanitarian must approve menu and booth questionnaire before a permit can be issued.
- Fee is payable by cash, cashier's check, money order or Visa/MasterCard at any Public Health Center office. Applications received less than the 10 days prior to the event opening date will be assessed a late fee equal to 25 % of the fee. The fee is nonrefundable.

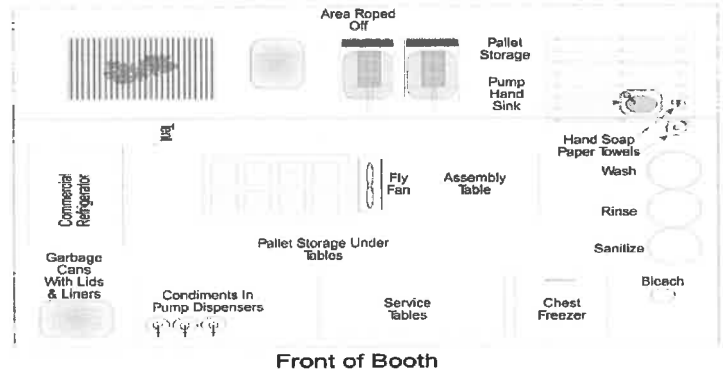
For Office Use Only			
Permit Type:	<input type="checkbox"/> Food Festival	<input type="checkbox"/> School	<input type="checkbox"/> Other
San ID #:	Risk Type:		
Fee Type:	Fee Amount:		
For vendors using multiple booths note Booth #:			
Tax Exempt Number:	Tax Exempt Expiration Date: ___/___/___		
<input type="checkbox"/> Permit issued prior to event.	Receipt #:		

Client Name:	ID:	Date:
--------------	-----	-------

Menu and Procedure Review		
Food to be Prepared	Supplier Information	Process of Transportation & Preparation to Event
i.e. Hamburger	Gordon's Food Service	Transported in insulated container, held in commercial freezer, cooked on site to serve
i.e. Cooked Rice	Sysco	Made at restaurant, transported in insulated container and held at steam table

Answer the following questions about what equipment will be provided at your booth:

Where will your booth be located?	<input type="checkbox"/> Indoor	<input type="checkbox"/> Outdoor	Yes	N/A
Approved transportation equipment for hot and cold foods.			<input type="checkbox"/>	<input type="checkbox"/>
Mechanical hot holding equipment (i.e., no heat lamps or crockpots).			<input type="checkbox"/>	<input type="checkbox"/>
Mechanical cold holding commercial refrigeration or freezers (i.e., no household refrigerators).			<input type="checkbox"/>	<input type="checkbox"/>
Probe and equipment thermometers for checking food and equipment temperatures.			<input type="checkbox"/>	<input type="checkbox"/>
Flooring and overhead cover, if not provided by the organizer.			<input type="checkbox"/>	<input type="checkbox"/>
Dunnage racks or pallets to store all food and paper goods off the ground.			<input type="checkbox"/>	<input type="checkbox"/>
Additional clean, wrapped cooking utensils.			<input type="checkbox"/>	<input type="checkbox"/>
Dispensers for condiments (i.e., pre-packaged, squeeze bottles or hinged lid containers).			<input type="checkbox"/>	<input type="checkbox"/>
Handwashing facilities with paper towels and liquid hand soap (i.e., a camp sink or a container with a hands free tap and a bucket to catch the waster water).			<input type="checkbox"/>	<input type="checkbox"/>
Clean clothes and hair covering (i.e., cap, visor or bandana) for employees.			<input type="checkbox"/>	<input type="checkbox"/>
Wash, rinse and sanitize containers that are large enough to hold soiled utensils.			<input type="checkbox"/>	<input type="checkbox"/>
Cleaning supplies (i.e., dish soap, sanitizer, sanitizer test strips, brooms, trash bags and garbage cans with lids).			<input type="checkbox"/>	<input type="checkbox"/>
Wiping cloths and extra buckets, fans, containers for used cooking oil and charcoal, extension cords, fire extinguishers and first aid kits.			<input type="checkbox"/>	<input type="checkbox"/>
All food is obtained from approved commercial sources (i.e., local stores, distributors, or restaurants). Home-prepared food is prohibited.			<input type="checkbox"/>	<input type="checkbox"/>
Vendor bringing prepared food from outside Dupage County—A current health inspection report for the facility where food was prepared is required.			<input type="checkbox"/>	<input type="checkbox"/>



Example Booth Layout

Client Name:	ID:	Date:
---------------------	------------	--------------