



North Central District Health Department

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 Vernon—375 Hartford Turnpike, Room 120, Vernon, CT 06066 * (860) 872-1501 Fax (860) 872-1531
 Windham—Town Hall, 979 Main Street, Willimantic, CT 06226 * (860) 465-3033 Fax (860) 465-3032
 Stafford—Town Hall, 1 Main Street, Stafford Springs, CT 06076 * (860) 684-5609 Fax (860) 684-1768

Patrice A. Sulik, MPH, R.S.
Director of Health

TEMPORARY FOOD EVENT COORDINATOR'S APPLICATION

Application must be submitted 4 weeks prior to the event.

Name of Event: _____

Location of Event: _____

Date(s) of Event: _____ Anticipated Attendance (Total) _____

Hours of Event: _____ Time Food Booths/ Trucks Are Set Up At: _____

Name & Cell Phone # of Event Coordinator: _____

The event coordinator must be onsite during the set up and inspection of the food booths and trucks.

The following information must be completed in its entirety:

1) Will potable water be available to vendors? Yes No

Describe potable water supply: _____

If using public water, then a food grade hose must be used, and the Water Company should be contacted for connection requirements.

If a well is used as the water supply, the results of the most recent water test must be submitted.

3) Describe the availability of toilet facilities: portable toilet facilities public bathrooms

2) Will hand washing for toilet facilities be made available? Yes No

4) Will you be providing trash disposal at the event? Yes No

If yes, describe the number, location and type(s) of garbage disposal containers at the event: _____

5) Are you providing facilities to properly dispose of wastewater onsite? Yes No

If yes, describe how wastewater will be disposed of: _____

6) Will electricity be made available to vendors participating in this event? Yes No

If yes, describe how electricity will be provided at the event: _____

If providing power, consult with the local building official for any necessary permits.

7) Will there be any live animals at the event? Yes No

If yes, please describe: _____

If live animals are at the event for petting, a hand washing sink may be required.

***Food vendors are required to have a current mobile vendor license or a temporary food service permit.
Deadline to submit temporary food service permit application are 2 weeks prior to the event.**

Please email to: applications@ncdhd.org

