Application to Provide Food Services as a Food Vendor During a Temporary Event

Temporary Food Establishment:
A food establishment that operates for a period of no more than 14 consecutive days in conjunction with a single event or celebration.

| Permit Fee: | 1-Day Event: $35.00 | 2 or 3 Day Event: $45.00 | 4 Days+/Multiple Events: $80.00 |

Intermittent Food Establishment:
A food vendor that operates for a period of time, not to exceed three days per week, at a single specific location in conjunction with a recurring event, and that offers temperature control for safety foods.

| Permit Fee: | $80.00 |

Licensure Requirements:
According to the Idaho Food Code 8-302.11, an application must be submitted 30 calendar days prior to the planned day of opening. Southwest District Health (SWDH) will do all it can do to process this application if submitted in less than 30 days prior to the event. If the application is submitted less than seven (7) days prior to the event, the submitted application may not be approved and food that time/temperature controlled for safety (TCS) cannot be served. A SWDH Environmental Health Specialist will contact you in before the planned event for approval.

One fee will cover the multiple event or intermittent food license for a calendar year if:
- The same menu is served at each event.
- Proof that a food license has been paid for at another district (copy of receipt or permit).
- Proof that the same menu is being served at the planned event.

A copy of the food license with menu is required to be posted in the booth at each event.

If a vendor plans to operate in multiple health districts, the vendor must obtain a food license for that event from the local health department. If the same menu is served, no additional fee will be required.

- Fraternal, benevolent, and not-for-profit organizations are exempt from licensure if providing food for one day at any event or celebration during a calendar week.
- Vendors that are selling non-potentially hazardous foods such as factory sealed and prepackaged foods are exempt from licensure. An application is still required, and once reviewed the Environmental Health Specialist will determine if the products meet the above criteria.

The person responsible for the food booth must re-apply for each event not listed on this application. An additional event application must be submitted seven days prior to the next planned event.

Your food booth may not be inspected at each event, but SWDH may still inspect at any time the establishment is operating.

Some instances may include:
- Previous violations noted on past site visits.
- Operating at multiple day events.
- Setting up a booth that is operating in different seasons (temperature changes).

Incomplete Applications Will Not Be Processed

Updated 01/05/2022
Application for Temporary/Intermittent Food License

☑️ A non-refundable application fee (payable to SWDH) is required at time of submittal.
☑️ Application must be submitted seven days prior to the planned event.

ABOUT YOUR BOOTH AND BUSINESS

Name on booth sign: ________________________________________________________________

Date and time booth will first be set up: _____________________________________________

Date(s) the booth will operate: _____________________________________________________

Time the booth will operate: _________________________________________________________

Business address: _________________________________________________________________

Home phone: ______________  Business fax: ______________  E-mail: ________________________

CONTACT INFORMATION REGARDING THE APPLICATION

Name of booth operator: _____________________________________________________________

Home address: _____________________________________________________________________

Home phone: ______________  Home fax: ______________  E-mail: ________________________

ABOUT THE TEMPORARY EVENT

Temporary event name: _____________________________________________________________

Dates from: ______________  Through: __________________

Location of temporary event: _________________________________________________________

Organizer of the temporary event: ____________________________________________________

Event organizer phone number: ______________  Cell phone: _________________________

Time/date booths are allowed to set-up: ________________________________________________

CONTACT INFORMATION DURING THE EVENT

Name of booth contact #1: ____________________________________________________________

Name of booth contact #2: ____________________________________________________________

FOOD INSPECTION INFORMATION ★ Please attach a copy of the most recent inspection.

Agency that inspects your business: ____________________________________________________

Date of most recent inspection: _______________________________________________________

Updated 01/05/2022
PREPARATION and SET-UP

Will any menu items be prepared prior to the start of the event?
☑ Yes   ☐ No
If yes, where will the food be prepared?

All foods prepared prior to the event are required to be made at a licensed food establishment. A signed commissary agreement (attached) is required for approval of this application (Idaho Food Code 3-201.11).

Provide the type of equipment to be used:

Cold holding of food?

Hot holding of food?

Cooking of food?

<table>
<thead>
<tr>
<th>Foods prepared in a temporary type food booth cannot be cooled and re-served</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hand wash facilities</td>
</tr>
<tr>
<td>Utensil washing facility</td>
</tr>
<tr>
<td>Water source</td>
</tr>
</tbody>
</table>

A private well will require the water to be tested for nitrate and bacteria before the planned event.

Inside the box below, please show all equipment you will be using at the event, and the location of all equipment. This diagram should represent what the Environmental Health Specialist will see during the on-site visit.

I agree to comply with all State and District rules and regulations, and will permit access to the establishment at all reasonable times to representatives of SWDH for the purpose of inspection. In the event of my failure to comply with any of the terms herein set forth, I further agree that my permit shall be revoked or suspended.

Signature of Responsible Person ____________________________________________________________________
Date ____________________________________________________________________

For Office Use Only

Promoting and Protecting your health in Adams, Canyon, Gem, Owyhee, Payette, and Washington Counties.

Environmental Health Office Locations

Caldwell: 13307 Miami Lane Phone: 455.5400/Fax: 455.5405
Emmett: 1008 Locust Street Phone: 365.6371/Fax:365.4729
Payette: 1153 3rd Ave North Phone 642.9321/Fax: 642.5098

MENU AND FOOD SOURCE

Updated 01/05/2022
Any menu change shall result in the need to purchase a new food license.

Packaged products to be sold:

This is the planned menu for this event. Any changes must be approved seven (7) days prior to operating. A menu change shall result in the need to purchase a new food license.

<table>
<thead>
<tr>
<th>Event Listing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event name: ___________________________</td>
</tr>
<tr>
<td>Event location: ____________________________________________________________________</td>
</tr>
<tr>
<td>Event coordinator: ______________________________________</td>
</tr>
<tr>
<td>Open date: _______________</td>
</tr>
</tbody>
</table>

Signature of Responsible Person: __________________________________________  Date: __________

Updated 01/05/2022