

## Application Form for Special Event Food Vendors

All applications must be received 2 weeks prior to event. Application should be collected by the event organizer who will send the completed applications to Niagara Region Public Health.

Niagara Region Public Health  
2201 St. David's Road, Campbell East  
Thorold, ON L2V-0A2

Tel: 905-688-8248, ext. # 7230  
Tel: 1-800-263-7248  
Fax: 905-641-4994

### A) Event Information

Event Name: _____
Event Date(s): _____ to _____
Start Time: _____ Finish Time: _____
Event Location: _____

### B) Food Vendor Information

Vendor Booth Name: _____
Contact Name: _____
Phone (work): _____ Phone (cell): _____
Address: _____
Email: _____
Onsite Contact/Operator (at event): _____ Phone: _____

### C) Location Where Food is Prepared

<i>All food preparation must be onsite, or at a facility inspected by a public health department. No home prepared foods shall be sold or displayed. If food is prepared at a commissary kitchen or food premise complete section below:</i>	
Business Name: _____	
Business Address: _____	
Is food premise is outside of Niagara Region: <input type="checkbox"/> YES <input type="checkbox"/> NO	
* If YES, provide a copy of your most recent health inspection report	

**D) Menu Items (Please List)**


*If soft serve ice cream samples are being served, a copy of your most recent microbial sample results (within calendar year) must be provided prior to approval for vendor to attend the event.*

**E) Food Handling/ Transportation and Storage**

Describe how hazardous foods are to be hot or cold held during transportation:

Describe what type of food preparation is occurring onsite (cooking, hot holding etc.):

Raw meats cooked/handled onsite:     YES     NO

**F) Vendor Set-up (check one)**

<input type="checkbox"/> <b>MOBILE PREMISE/ FOOD TRUCK/ TRAILER</b> <i>General Requirements Below</i>	<input type="checkbox"/> <b>TEMPORARY BOOTH or BBQ</b> <i>General Requirements Below</i>
Hot and Cold running water (potable)	Temporary hand wash station
Hand wash sink - pump soap and paper towels	- Warm water under pressure
Mechanical refrigeration with internal indicating thermometers	- Camping jug or coffee with spigot (that remains open)
2-compartment sink for utensil wash (dish soap, sanitizer)	- Pump soap and paper towels
Wiping cloths used with sanitizer (multi-use cloths with buckets or single-use cloths with spray bottles)	- Container to catch waste water
Holding tanks for waste water - Accurate gauge for measuring waste	Two (2) containers to be used for utensil wash (dish soap, sanitizer)
Probe thermometer	Wiping cloths used with sanitizer (multi-use cloths with buckets or single-use disposable cloths with spray bottles)
Hats or hairnets	Mechanical refrigeration with internal indicating thermometers
Clean clothing or aprons	Canopy or covering over the booth
Multiple sets of tongs or gloves	Probe thermometer
Premise maintained in a sanitary manner	Hats or hairnets
Sanitizer test strips	Clean clothing or aprons
	Multiple sets of tongs or gloves
	Food products kept 15cm off the ground
	Sanitizer test strips

**FLOORING** - Raised flooring (painted or sealed) is required at all temporary food booths that are set-up on grass or gravel. Food booths on pavement or cement do not require flooring. Vendors that are only sampling (with no food handling) or serving pre-packaged goods are exempt from these requirements.

Signature \_\_\_\_\_

Date \_\_\_\_\_