



ADAMS COUNTY HEALTH DEPARTMENT

— Your Health. Our Mission. —

Dear Special Event Food Vendor:

Please be advised that your license to sell or serve food to the public at Special Events expires on December 31, 2023. If you wish to continue to participate at special events in 2024, you must renew your Special Event Retail Food Establishment License. To renew your License through Adams County Health Department, you will need to submit the following documents which can be found on our website at <https://adamscountyhealthdepartment.org/special-events>

- A completed Special Event Vendor Application (on our website)
- A completed Commissary Agreement (on our website)
- Payment of \$165 (exact amount) cash, money order, or credit card.
- A copy of your certified Food Protection Manager certificate

Submit above documentation to environmentalhealthinspections@adcogov.org

***Please note that this Special Event License is valid for Special Events located in Adams County only.**

Other useful online resources related to Special Events:

- Frequently Asked Questions: <https://adamscountyhealthdepartment.org/sites/default/files/2022-12/Special-Events-FAQs.pdf>
- Special Event Coordinator Application: <https://adamscountyhealthdepartment.org/sites/default/files/2023-03/ACHD-Special-Event-Coordinator-Application-032823.pdf>
- Cottage Food Act: <https://www.colorado.gov/pacific/cdphe/cottage-foods-act>

For any questions, please contact us at:

**7190 Colorado Blvd, Ste 200
Commerce City, CO 80022
303-288-6816
Email: Environmentalhealthinspections@adcogov.org**

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