



Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

SEV #: \_\_\_\_\_

## VENDOR APPLICATION FOR TEMPORARY FOOD EVENTS

All vendors must complete and submit this form to Adams County Health Department at the time of licensing. Please attach a copy of your current Temporary Food at Special Events or Mobile Unit Colorado Retail Food Establishment License, if already licensed. There is a **\$50.00** late fee if all paperwork is not submitted to Adams County Health Department 14 days before the event you are participating in and may result in disapproval to operate.

A holder of a valid Colorado Mobile Unit License planning to operate outside their mobile unit is required to obtain a separate Retail Food Establishment Temporary Event license. If the licensed mobile unit is operating strictly as a mobile unit as originally approved, a vendor application and a separate license for the Temporary Food at Special Events are not required.

\*Please email your completed application to: [environmentalhealthinspections@adcogov.org](mailto:environmentalhealthinspections@adcogov.org)

Event Name: \_\_\_\_\_ Date(s): \_\_\_\_\_

Please complete the following information:		
Temporary Retail Food Establishment Name		Legal Owner's Name
Establishment Address (Street Address & P.O. Box)		
City	State	Zip Code
Telephone Number (    )	Cell Phone Number (    )	
Fax Number (    )	Email	
Contact Name	Contact Telephone Number	
Contact email		

**\*All vendors shall have the original Colorado Retail Food Establishment license on premise at the event at all times or the facility may be required to cease operations.**

**Checklist of paperwork to be submitted with this application:**

- Commissary Agreement
- Copy of State Sales Tax License (if available)
- Certified Food Protection Manager (CFPM)
- Special events license fee
- Copy of the commissary's retail food license, **if outside Adams County.**

Please list any events and dates that you plan on participating in within Adams County:

Event Name	Date(s)	City

**Read the guidelines below and complete the following questions.**

**GENERAL GUIDELINES**

- A hand washing station with a free-flow spout, catch bucket, soap, and paper towels, and water from an approved source shall be provided. Bare hand contact is not allowed with ready-to-eat foods.
- Hand sanitizers are NOT an acceptable substitute for required hand washing set-up.
- Extra sets of clean utensils must be provided so that they may be changed out when soiled or at least every four hours. Washing utensils on site is not permitted.
- All slicing, chopping, peeling, dicing, shredding, mixing, and pre-washing must be done at the commissary with the exception of mixing of funnel cake, crepe, and donut batter.
- Preparation of raw chicken at the event is **prohibited** other than the frying of frozen chicken wings.
- All ground beef & Philly cheesesteak must be precooked at a commissary or be frozen preformed hamburger patties until cooked at the event.
- Turkey legs must be precooked.
- Pulled pork, chicken, other shredded meats and barbequed meats must be precooked at commissary.
- All fruits and vegetables must be washed and cut at the commissary.
- Lemons and limes may be cut once on site for lemon/limeade provided they are washed at a commissary.
- Bananas may be cut on site if used on kabobs provided that they are washed at a commissary.
- Sandwiches may be assembled onsite, but all preparation of ingredients must take place at the commissary. Examples: gyros, tacos, burritos, steak sandwiches, and traditional sandwiches.
- Sterno burners are prohibited at outside events unless windshields are installed to protect them from wind.
- Sanitizer for food contact surfaces (i.e., tables) must be provided on site (i.e., bleach and water at 50-200ppm).
- Commissaries need to be within 30 miles or 30 minutes from the event.
- Provide a barrier (e.g. a table) to separate the food area from the customer area.
- All equipment and operations must be contained under your tent.

**MENU:** List all menu items (food & drinks) including condiments and toppings.


Where are the food/drink products purchased? (List all the facilities.) \_\_\_\_\_



## Temporary Event Vendor Food Safety Quiz

1. True or False: It is okay for a vendor with one license to operate at two concurrent events.
  
2. At special events, cold food must be kept at or below what temperature?
  - a. Since the event is temporary, there is no cold holding temperature requirement.
  - b. 55°F
  - c. 60°F
  - d. 41°F
  
- 4) True or False: Any menu items are acceptable for temporary event vendors.
  
- 5) At what point should your handwashing station be set up?
  - a. Prior to handling or serving any food
  - b. After you have your lunch or dinner rush
  - c. When (or if) you see the health inspector coming
  - d. When you need to wash your hands
  
- 6) What is the minimum amount of water you need for a proper handwashing set up?
  - a. You don't need water, you can use hand sanitizer instead.
  - b. 0.5 gallon
  - c. 3 gallons
  - d. 5 gallons
  
- 7) True or False: Food stored or prepared at your home would be considered an approved source.
  
- 8) Which product could be used to properly sanitize food contact surfaces? (circle all that apply)
  - a. Vinegar water
  - b. Hydrogen peroxide
  - c. Lysol Wipes
  - d. Chlorine mixed to a concentration of 50-200 ppm
  - e. Quaternary ammonia mixed to manufactures specifications

9) At temporary events, hot food must be held at or above what temperature?

- a. 135°F
- b. 125°F
- c. 180°F
- d. 95°F

10) Circle the type of spigot that would be allowed on the water supply for your handwashing setup.



11) Circle the handwashing set up that would be considered acceptable. NOTE: Middle picture from the left has a hands free spigot and third picture from the left has a push button spigot.



12) If you were operating at an event and the generator that your refrigeration was plugged into went out, which one of these actions would you need to take?

- a. Keep operating all day without worrying- pathogenic bacteria do not exist at temporary events
- b. Document the time that the generator went out- after four hours out of temperature any remaining food in the affected refrigeration must be discarded.
- c. If possible, find ice and move food to ice.
- d. Use your thermometer regularly to determine whether food is above 41°F.
- e. A combination of b, c and d

13) True or False: Separate coolers must be used to transport raw meats and other foods.

14) What tool must you ALWAYS have to know whether food is held at the proper temperature?

- a. cooler
- b. propane burner
- c. thermometer
- d. both a and b