COMMUNITY EVENT FOOD ORGANIZER APPLICATION

Directions: This application must be completed and submitted to this office by the event organizer at least **two weeks prior to the event**, along with a completed and signed Community Event Food Vendor Application for each booth or food vehicle that will sell or give away food or beverages at the event. The event may be inspected based on a Risk Assessment. If the event is inspected, the organizer will be billed for each vendor after the event. For current food vendor fee and reinspection fee amounts, please contact us at 559-600-3357 or visit our website at [http://www.co.fresno.ca.us/DepartmentPage.aspx?id=908](http://www.co.fresno.ca.us/DepartmentPage.aspx?id=908).

**Beginning in 2012, reinspection fees will be charged for multiple reinspections due to uncorrected violations.**

1. **NAME OF EVENT**

2. **LOCATION OF EVENT**

3. **CITY**

4. **DATES OF OPERATION**

5. **HOURS OF OPERATION**

6. **DATE AND TIME FOOD SERVICE OPERATIONS WILL BE SET UP FOR INSPECTIONS TO BEGIN (IF INSPECTED)**

7. **SPONSORING ORGANIZATION**

8. **CONTACT PERSON**

9. **MAILING ADDRESS**

10. **CITY**

11. **STATE**

12. **ZIP**

13. **PHONE**

14. **FAX**

15. **EXPECTED ATTENDANCE**

- ○ <7 YEARS OLD
- ○ GENERAL POPULATION
- ○ >50 YEARS OLD

16. **NUMBER OF FOOD VENDORS/BOOTHS**

ATTACH A COMPLETED COMMUNITY EVENT FOOD VENDOR APPLICATION FOR EACH BOOTH.

17. **MAJORITY OF EXPECTED ATTENDEES’ AGE**

- ○ PORTA-POTTIES, LOCATION, NUMBER
- ○ PERMANENT FACILITIES, LOCATION, NUMBER

18. **TOILET FACILITIES**

- ○ CONTAINER WITH SPIGOT (EVENTS LASTING 3 DAYS OR LESS)
- ○ SINK (EVENTS LASTING FOUR OR MORE DAYS)

- For events that run for three days or less, each hand wash facility must include warm water in a insulated container with a spigot that stays on so both hands are free for washing, liquid soap in a pump dispenser, paper towels, and a wastewater catch basin, or equivalent.

- Hand wash facilities must be located in each food vendor booth, in or near toilet facilities and at the petting zoo exit.

- Hand wash facilities must be set up prior to operation. Any food vendor OR petting zoo found operating without a complete hand wash set-up will be closed by this Department until such is provided.

19. **WILL THERE BE AN ANIMAL CONTACT VENUE, SUCH AS A PETTING ZOO, PONY RIDE, LIVESTOCK EXHIBIT, OR OTHER SIMILAR FUNCTION WHERE PUBLIC COULD CONTACT ANIMALS, AT THIS EVENT?**

- ○ NO
  - IF THERE IS, A HAND WASH STATION (AS DESCRIBED IN QUESTION 20 BELOW) MUST BE PROVIDED.

  - THE ANIMAL CONTACT VENUE WILL NOT BE ALLOWED TO OPERATE WITHOUT A FULLY STOCKED AND FUNCTIONING HAND WASH STATION THAT IS ROUTINELY MONITORED BY THE COORDINATOR OR DESIGNEE. SIGNS DIRECTING THE PUBLIC WHERE AND HOW TO WASH THEIR HANDS ARE ALSO REQUIRED TO BE POSTED.

20. **IF "OTHER SIMILAR FUNCTION", DESCRIBE:**

21. **HAND WASH FACILITY TYPES**

- ○ CONTAINER WITH SPIGOT (EVENTS LASTING 3 DAYS OR LESS)
- ○ SINK (EVENTS LASTING FOUR OR MORE DAYS)
### Facilities

**22. Will potable ice be provided to the food vendors?**
- [ ] Yes
- [x] No

**23. Will potable water be provided to the food vendor?**
- [ ] Yes
- [x] No

**24. Will electricity be provided to the food booths?**
- [ ] Yes
- [x] No

**25. Describe how and where food booth wastewater will be disposed.**

**26. Describe how and where garbage will be disposed.**

**27. Are three compartment sinks being provided by the organizer?**
- [x] Yes
- [ ] No

**28a. If the organizer is not providing three compartment sinks, specify the location of the restaurant(s) or other permanent food facility(ies) that is going to allow vendors use their three compartment sink.**

**28b. If the organizer is providing three compartment sinks for the vendors, specify which vendors are using which sinks.**

**29. If the organizer is providing three compartment sinks for the vendors, specify how the potable water will be provided.**

- [x] Tank, Gallons: __________________________
- [ ] Municipal Water Connection
- [ ] Other: ____________________________________

**30. If the organizer is providing three compartment sinks for the vendors, specify how waste water will be disposed.**

- [x] Tank that will be emptied in the sewer, Gallons: __________________________
- [ ] Municipal Sewer
- [x] Septic System
- [ ] Other: __________________________

**BE SURE TO SPECIFY ON THE MAP ANY APPLICABLE POTABLE WATER FILLING STATIONS AND WASTE WATER DISPOSAL LOCATIONS.**

### Community Event Area Map

**31. On a separate sheet of paper, provide a map of the event area indicating locations of individual food booth, toilet facilities (T), garbage (G), potable water supply (PW), electrical sources (E), wastewater disposal facilities (WW), three compartment sinks (3C), and animal contact venue (AC).**

I, the undersigned, am aware of the Community Event food service requirements of the County of Fresno, Department of Public Health, and that I am responsible for ensuring that these requirements are followed at this event. I understand that failure to comply with the requirements will result in suspension of approval to operate by the Department of Public Health and/or reinspection fees being assessed for every food vendor that requires multiple reinspections due to uncorrected violations.

**32. Signed**

Community Event Organizer

**33. Date**