



TEMPORARY FOOD EVENT COORDINATORS'S APPLICATION

(TO BE COMPLETED FOR EVENTS WITH SEVERAL TEMPORARY FOOD VENDORS)

A \$75 PERMIT FEE MUST BE PAID TO GVPH FOR EACH TFE PERMIT.

1. Name of event:

2. Event location:

3. Dates and times of event:

4. Name(s) of event coordinator(s):

5. Address:

6. Contact information:

phone number _____ Email _____

7. Number of TFE vendors: _____

8. Number of set up locations: _____

9. Dates and times for food service operations:

10. Will electricity be provided to the TFE vendors?: Yes _____ No _____

11. Describe water supply: _____

NOTE: If a non-public water supply is to be used, the results of a recent bacteriological water analysis must be submitted with this application.

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Granville County

1028 College St.
Oxford, NC 27565
919.693.2141

Granville Vance Public Health

PO Box 367
Oxford, NC 27565
www.gvph.org<http://www.gvph.org/>

Vance County

115 & 125 Charles Rollins Road
Henderson, NC 27536
252.492.7915



12. Describe toilet and hand washing facilities (type, number, and location):

a) Indicate who will be responsible for their maintenance during the event:

b) If portable toilets are to be used, how often will they be serviced (emptied) during the event?

13. Describe the wastewater disposal system:

14. Describe the solid waste disposal:

15. Provide copies of the food vendor applications to Environmental Health at least **(15)** days prior to the event. Each Temporary Food Vendor application must have contact information and a description of the food they intend to sell. Additionally, the coordinator must indicate each vendor's permit status. For example, indicate whether the vendor holds a Mobile Food Unit permit or a push car permit. If a vendor claims nonprofit status, the coordinator must submit documentation verifying the organization's 501 (c)(3) tax-exempt status. **If a permitted Mobile Food Unit or permitted Pushcart vendor plans to operate at the event for more than 1 day, a Temporary Food Establishment (TFE) permit is also required.** Along with the application information, the vendor will be supplied with the requirements for permitting and operation of a temporary food establishment as outlined in the temporary food establishment guidelines and check list and as detailed in the requirements for temporary food establishments.

16. Attach a map of the event indicating the location of food booths, event boundaries, streets, toilet facilities, and locations of waste disposal facilities (liquid wastes, garbage, and grease).

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Approval of this application by the Granville Vance District Health Department does not indicate compliance with any other code, law or regulation that may be required (i.e., Federal, State, or Local)

A pre-opening inspection of the TFE with equipment in place will be necessary to determine compliance with the rules and regulations governing temporary food service establishments.

A permit cannot be issued unless all the requirements are met.

Coordinator's signature: _____

Date: _____

Return application and documentation to Granville Vance District Health Department, Environmental Health 15 days before the event.

Granville Vance District Health Department Environmental Health:

Received date: _____

Approval: _____

If you have any questions, please contact this office Monday – Friday, between 8:30 a.m. to 5 p.m. sknott@gvph.org or plambert@gvph.org

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