

Application for a Temporary Food Service Operation

SINGLE EVENT

MULTIPLE EVENT (3 or more times/year)

This application and all applicable information for each food service vendor must be submitted no later than two weeks (10 business days) prior to the event. All Temporary Food Service Operations shall comply with CT Public Health Code Sec. 19-13-B42. Additional permits from other Local Essex Officials may also be required.

Attach a copy of your most recent food service inspection report completed by your Local Health Dept. or Health District

Event Sponsor or Organizer's Name	Event Name
Event Sponsor or Organizer's Address	Event Date/Time
Event Sponsor or Organizer's Phone	Event Location (Street Address)
Food Vendor Trade Name	Name of Food Vendor
Name of Person(s) in Charge	Email & Phone
1. List all foods and beverages that will be served (include condiments)	
2. List all food sources	
3. List all food types to be prepared on site	
4. How will foods be delivered?	
5. How will cold food be kept cold (below 45 °F)? (Examples: cooked, ready to serve meat, poultry, seafood, rice, vegetables, etc.)	
6. How will hot food be kept hot (above 140 °F)? (Examples: cooked, ready to serve meat, poultry, seafood, rice, vegetables, etc.)	

7. Provide type and location of hand washing and toilet facilities

8. Who is in charge of clearing/cleaning any tables for eating?

9. How will utensils, cutting boards, etc. be sanitized?

10. You must provide an adequate number of covered garbage receptacles that are located and emptied in such a way as to minimize odors, flies, etc. Please describe the arrangements you have made for garbage.

11. Please sketch or attach out a layout of the site including: Food Booths, Restrooms, Hand Washing Facilities, Garbage, Cans, Alcohol Distribution Points, etc.

Per Essex Ordinance, vendors are NOT PERMITTED to park on town-owned roads and property without prior written approval (permit) from the Board of Selectmen. Additional Permits May be Required from:

- Essex Building Dept. for all electrical and plumbing connections.
- Essex Building Dept. for all gas or grill-type cooking equipment.
- Board of Selectmen and Parks & Recreation. Dept. for all events taking place on town property.
- Resident Trooper Office for all events involving a Temporary Liquor Permit

I, the undersigned, hereby apply for a license to operate a Temporary Food Service Operation in the Town of Essex. If granted, I agree to comply with all applicable State Laws and Local Regulations.

Print Vendor Name

Vendor Signature

Date

OFFICE USE ONLY - LOCAL HEALTH DEPARTMENT APPROVAL

Application Approved? YES _____ No _____

Approved by: _____

Date: _____