Temporary Food Event Coordinator’s Application
To be completed for events with more than one food vendor

TEMPORARY FOOD ESTABLISHMENTS:
BE ADVISED: Food vendors seeking Temporary Food Establishment permits must submit application and fee payment no later than 15 days prior to commencement. Late applications WILL NOT be accepted.

MOBILE FOOD UNITS AND PUSH CARTS:
Mobile Food Units and Push Carts that have a valid permit from a North Carolina county may operate under the conditions of their permit without a TFE permit from this department. However, those units must be able to leave the site after each days’ operation to report to their commissary as required.

NON-PROFIT FOOD VENDORS:
Non-profit food vendors working under a non-profit, tax exempt status with a valid Tax Exempt ID Number may prepare and serve food for not more than 2 consecutive days (each month) in conjunction with the event. Those vendors working under these provisions do not require a TFE permit from this department.

Name of event_______________________________________________________________

Location of event____________________________________________________________

Dates of event_______________________________________________________________

Hours of event_______________________________________________________________
(Lighting is required in Temporary Food Establishments during nighttime events therefore vendors may need access to power)

Describe the site of the event □ Grass Field □ Gravel Lot □ Parking Lot □ Other, Describe:

__________________________________________________________________________

List the date and time food vendors will be set up for permitting_________________/________________
(Date and time must be verified with the Regulatory Agent)

Contact information of event coordinator(s)/responsible individuals:

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<tr>
<th>Name</th>
<th>Phone number</th>
<th>Email</th>
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MISSION STATEMENT
The Lincoln County Health Department provides quality health services to promote a healthy community.

VISION STATEMENT
Lincoln County Health Department services will promote healthy lifestyles through prevention, preparedness, and education.
Expected Number of Temporary Food Establishments

**Temporary Food Establishments:** List the name of each Temporary Food Establishment (food vendors obtaining a TFE permit from this department)

1. 
2. 
3. 
4. 
5. 
6. 
7. 
8. 

**Food Trucks & Push Carts:** List all Permitted Food Trucks (Mobile Food Units) and Push Carts (hot dog carts) that will be operating under their county issued permits. Include the name of each unit and a contact number or email:

Each Mobile Food Unit and Push Cart owner must email this department at foodtrucks@lincolncounty.org with their contact information and the dates and times of operation.

1. 
2. 
3. 
4. 
5. 
6. 
7. 
8. 
Non-profit food vendors: List all non-profit food vendors operating under a tax exempt ID number and include the Tax Exempt ID Number for each vendor:

1. __________________________________________________________________________
2. __________________________________________________________________________
3. __________________________________________________________________________
4. __________________________________________________________________________
5. __________________________________________________________________________
6. __________________________________________________________________________
7. __________________________________________________________________________
8. __________________________________________________________________________

Utilities provided for food vendors: Describe or check how the following services will be provided for food vendors:

1. Potable Water Supply:
   ___ Public water supply with proper back flow protection
   ___ Onsite well (requires sampling)
   ___ Other, explain: __________________________________________________________

2. Disposal of Wastewater: (water used by vendors to wash hands and utensils)
   ___ Grey water bin, barrel, container by organizer.
      Who is responsible for maintenance? __________________________________________
   ___ Portable toilet at event designated for grey water disposal only
   ___ Direct connection to onsite waste water disposal system private or public
   ___ Other: ___________________________________________________________________

3. Bulk Garbage Disposal:
   ___ Event dumpster(s). Who is responsible for maintenance? _________________________
   ___ Other: ___________________________________________________________________

4. Grease Waste Disposal:
   ___ Grease receptacle. Who is responsible for maintenance? _________________________
   ___ Packaged and taken off site by food vendors
   ___ Other: ___________________________________________________________________

5. Electricity for each Temporary Food Establishment:
   ___ Onsite permanent connection by Organizer
   ___ Generator by Organizer
   ___ Electricity connection is not provided by Organizer
6. What type of toilet facilities are provided?
   ___ Portable Toilets. Responsible company ______________________________
   ___ Permanent facilities
   ___ Number of toilets
   ___ Number of handwash lavatories or stations provided

Be advised that basic utility services must be provided so that Temporary Food Establishments can operate in accordance with the NC Rules Governing the Food Protection and Sanitation of Food Establishments 15A NCAC 18A .2600 and the NC Food Code. Should an interruption occur during any event that affects the water supply or electricity (if provided) to a Temporary Food Establishment, or should a problem occur with waste disposal, Temporary Food Establishments must cease operation until services are restored.

The Rules Governing the Food Protection and Sanitation of Food Establishments and the Food Code can be found at http://ehs.ncpublichealth.com/rules.htm

Signed____________________________________________________Date________________

Event Coordinator