



## **Application for Event Vendors with Food or Drink**

This packet and supplemental information must be submitted at least 14 days prior to your first event. We **cannot** accept any vendor application packets without all of the information included below:

Completed Application Packet (pages 1-6)

Copy of Certified Food Protection Manager (CFPM) certificate or other applicable food safety training

Copy of menu(s)

Completed Commissary Agreement (see page 6)

Copy of valid food license(s), if licensed outside of Mesa County

Booth or mobile layout (only if tent/table/booth set up)

**\*\*NOTE:** If you intend to be a food vendor at events coordinated by Mesa County Fairgrounds, the City of Grand Junction, City of Fruita, Fruita Chamber of Commerce, or the Town of Palisade, please see additional vendor approval details by visiting [www.gjcity.org](http://www.gjcity.org).

Application date: \_\_\_\_\_

If you have fees due, you will be emailed an invoice. Vendors must pay all fees to receive a license prior to operating.\*\*



**IMPORTANT:** Failure to submit **all** items listed above **at least two (2) weeks** before your first event could delay your approval time.

**Email applications to [environmental.health@mesacounty.us](mailto:environmental.health@mesacounty.us) or bring them to our office at 510 29 1/2 Rd. Grand Junction, CO 81504**

# BUSINESS INFORMATION

Business Name:		Ownership Name (LLC, individual, etc.):	
Business Address:			
City:	State:	Zip Code:	
Mailing Address:			
City:	State:	Zip Code:	
Contact Name:		Email:	
Colorado Sales Tax ID:		Phone Number:	
Nonprofit: If nonprofit, include copy of certificate of exemption.			

Check which type of food vendor you are:



Mobile Unit



Tent and table



Samples only (2 oz or less with hand wash)

Licensed in Mesa County

Licensed in Colorado

Licensed outside of Colorado

Cottage food

Please list all events and dates that you plan you participate in MESA COUNTY events:

Event Name	Date(s)	City/Town

Some events are to be determined.

**FOOD AND DRINK**

Please provide a copy of menu.

For multi-day events, where will food be stored at night?

Inside food truck

Commissary kitchen

Food will be purchased every morning for that day

## WATER

Where will you obtain your clean water\*?

- Commissary
- At the event
- Other (please explain): \_\_\_\_\_

\*Food grade hoses must be used to obtain the clean water.

Where will your waste water be disposed of?

- Commissary
- At the event
- Other (please explain): \_\_\_\_\_

## HANDWASHING

Mobile units must have hot and cold running water under pressure at all times. All other vendors must have an adequate hand washing station in each booth unless otherwise approved.

Check which option applies to your operation:

- I will be serving only prepackaged foods that require no preparation and/or cooking
- I will have a hand washing sink with hot and cold water under pressure (with soap and paper towels as required).
- I will be serving open, exposed foods and will have the following for my hand washing station set up:
  - At least 5 gallons of warm potable (clean) water in a container with a “hands-free” spigot
  - Soap
  - Paper towels
  - Container to catch wastewater
  - Trash container for used paper towels

**NOTE:** Hand sanitizer is not an acceptable substitute for handwashing.



Handwashing station



# FOOD TEMPERATURES

(Not Applicable (N/A) for Cottage Foods)

Please list which foods will be transported hot or cold from the commissary.

Foods transported to the event <b>HOT</b> :	Foods transported to the event <b>COLD</b> :

What equipment will you use to maintain and control temperatures during transportation?

Coolers

Cambros

Other:

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What equipment will you use on-site at the event to maintain and control food temperatures?

Refrigerators

Freezers

Ice chests (must be drainable and foods must be in sealed containers)

Probe thermometer

What will be your power source?

No power required

Generator

On-site at event

**NOTE:** A food thermometer must be on-site and used during the event to make sure foods are at the correct temperatures.

Will samples be served?

Yes (< 2 oz)

No

How will food be protected from flies, dust, wind, etc.?

Canopy/tent

Lids on containers

Screens

Other: \_\_\_\_\_

Will foods be cooked at the event?

Yes

No

Will foods be prepared before the event?

Yes

No

Where will dishes be done?

I have multiple sets and will do them at the commissary at the end of the night.

I have a mobile unit with a 3 compartment sink.

I have a temporary 3 compartment sink set up.

I use disposables.

**NOTE:** Food cannot be handled, prepped, or stored in a private home. You **MUST ALWAYS** have water for washing hands.

By signing below, I confirm that I am responsible for complying with the Colorado Retail Food Establishment Regulations which can be found online at [health.mesacounty.us](http://health.mesacounty.us).

\_\_\_\_\_  
Applicant Name

\_\_\_\_\_  
Date



## Commissary Agreement

I, \_\_\_\_\_, am the owner/operator of \_\_\_\_\_,  
located at \_\_\_\_\_, and I give permission  
to \_\_\_\_\_ to use my kitchen facilities for the following activities:

- Food preparation activities, like washing and cutting of produce, cooking, cooling, and/or reheating
- Dishwashing
- Storage of dry goods, paper products, cleaning chemicals, and/or equipment
- Dishwashing
- Filling of water tanks
- Dumping waste water
- Storage of refrigerated foods
- Other (please specify): \_\_\_\_\_

**NOTE:** A commissary use log will be maintained and made available to the Department upon request.

Commissary water supply:

- Municipal
- Well

Commissary sewer system:

- Municipal
- Septic

The Commissary is available the following days for use by the mobile or temporary food business:

- |                                  |                                          |
|----------------------------------|------------------------------------------|
| <input type="checkbox"/> Monday  | <input type="checkbox"/> Thursday        |
| <input type="checkbox"/> Tuesday | <input type="checkbox"/> Friday          |
| Wednesday                        | <input type="checkbox"/> Saturday/Sunday |

\_\_\_\_\_  
Signature (Commissary Owner/Operator)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number