

LAPORTE COUNTY HEALTH DEPARTMENT

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Tony Mancuso, Administrator

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302 West 8th Street, Suite 4
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EVENT APPLICATION

This completed event application is due in the Health Department at least one month prior to the opening date of the event.

APPLICATIONS FOR VENDORS' TEMPORARY RETAIL ESTABLISHMENT PERMITS MUST BE RECEIVED AND REVIEWED BY OUR OFFICE AT LEAST ONE WEEK PRIOR TO THE PLANNED OPENING DATE OF THE EVENT.

Application Date _____ E-Mail Address: _____

Event/Festival _____

Event / Festival Location _____
(Address if applicable)

City / State / Zip _____

Event Coordinator _____ Phone _____ Fax _____

Person in Charge _____ Phone _____
(of organizing the food booths)

Opening Date of Event _____ Start Time _____

Days / Hours of Operation _____

Number of People Expected Daily _____

Number of Food and Beverage Stands _____

◆ ◆ ◆ ◆
PLEASE COMPLETE THE LIST ON THE REVERSE SIDE OF THIS FORM, IDENTIFYING EACH FOOD VENDOR, CONTACT PERSON, AND PHONE NUMBER FOR THE VENDOR. IF YOU UTILIZE A DIFFERENT FORM THAT INCLUDES THIS INFORMATION, YOU MAY ATTACH IT TO THIS APPLICATION. IF VENDOR IS NON-PROFIT PLEASE LIST.. (OVER PLEASE) NAME AND TAX EXEMPT NUMBER (THESE VENDORS DO NOT NEED A TEMPORARY APPLICATION OR LICENSE).

The LaPorte County Retail Food Establishment & Bed and Breakfast Establishment Ordinance #00-15 states: Permits, "It shall be unlawful for any person to operate a Retail Food Establishment and/or Temporary Retail Food Establishment in LaPorte County, who does not possess a valid permit issued by the Regulatory Authority. Such permit shall be posted in a conspicuous place in full view of the public."

NAME OF ESTABLISHMENT	CONTACT PERSON	PHONE NUMBER
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		
6. _____		
7. _____		
8. _____		
9. _____		
10. _____		
11. _____		
12. _____		
13. _____		
14. _____		
15. _____		

Vendors must have access to potable water from an approved source during the event. Wastewater, grease, and food debris must be disposed of according to all applicable laws.

Signature _____ Date _____

Mission Statement:

"To engage and partner in a collaborative and responsive effort with the community and local organizations with respect to the diversity of the community to better serve present and future generations."