COUNTY OF LOS ANGELES ♦ DEPARTMENT OF PUBLIC HEALTH
ENVIRONMENTAL HEALTH
BUREAU OF DISTRICT SURVEILLANCE AND ENFORCEMENT

Plan and Application for Temporary Event Food or Beverage Stands

Food Vendor with open food $166.00 *Pre-packaged sell only $58.00* *Food demonstrator / sampling $39.50* *Pre-packaged and sampling $97.50*

Name of Event _____

Date(s) of Event _____
Application must be submitted at least 2 weeks prior to the start of the event.

Event Address _____

Name of Booth _____

Name of Owner _____

Mailing Address _____

Telephone _____

☐**Charitable / Tax Supported** ☐**For Profit**
☐**Proof of Tax Exempt Status Included (501c3)**

FOODS

At no time will any food product be stored, prepared, washed or otherwise handled at home or other facility unless approved by Los Angles County, Department of Health Services, Environmental Health Program.

List all foods to be served. Use a checkmark (✓) to indicate which foods will be commercially pre-packaged, prepared at the booth, or prepared in a location other than the booth. Also, if applicable, list the name, address and the Public Health Permit / License number of the establishment preparing those foods.

TYPE OF FOOD	COMMERCIALLY PRE-PACKAGED	PREPARED AT BOOTH	PREPARED AT OTHER LOCATION	NAME & ADDRESS WHERE FOOD IS PREPARED	PUBLIC HEALTH PERMIT#

If perishable / potentially hazardous foods are included in the above list is refrigerated / warmer provided? ☐ Yes ☐ No
If so, what type?
☐ Refrigeration Unit ☐ Cooler (Ice / Dry Ice) ☐ Other (Specify) _____
☐ Hot Holding Unit ☐ Dishes with sternos ☐ Other (Specify) _____

If only selling commercially pre-packed food without any sampling, proceed to "C" on the next page.

UTENSILS AND EQUIPMENT

(If only prepackaged food is sold, skip Part A and B)

Part A

Multi-use eating and drinking utensils (e.g. plates, glasses, flatware)? ☐ Yes ☐ No
Multi-use kitchen utensils (e.g. scoops, spatulas, etc.)? ☐ Yes ☐ No

Utensil washing sink* with hot and cold running water under pressure provided by:
☐ Promoter / Sponsor ☐ Food Stand Operator

Location of utensil washing sink: ☐ In the booth ☐ Shared**

Utensil washing sink:
Method of liquid waste removal ☐ Waste Tank ☐ Connected to public sewage
Health Department approval ☐ Yes ☐ No

Water Source_____

Method of liquid waste removal ☐ Connected to public sewage ☐ Waste Tank (Gallons_____)
Waste tank maintenance schedule _____ per day _____ per hour
Name of waste removal company_____
Address _____ Telephone ( ) _____

**The utensil washing sink must have three compartments of adequate size to hold the largest utensil used in the booth in order to facilitate all three necessary steps of the commercial cleaning process (wash, rinse, and sanitize), two integral metal drain boards, and meet the requirements of water supply (120°F potable water) and waste water disposal.*
***One utensil washing sink may be shared by up to four contiguous booths if provided by the sponsor.*

HAND WASHING SINK

(If only prepackaged food is sold, skip Part A and B)

Part B

Location of hand washing sink: ☐ In the booth ☐ Shared*

Hand washing sink:
☐ Portable / Self contained ☐ Gravity (2 ½ gallon bottle with spigot)
☐ Paper towels and liquid soap

**One per stand not-withstanding sinks plumbed to the sewage line and self-contained units may be shared by up to four contiguous booths if provided by the sponsor*

EQUIPMENT

Part C

List all equipment to be used at the event:

_____
_____
_____
_____
_____

Food to be protected from customer contamination by:
☐ Sneeze Guards ☐ Only pre-packaged or Bottled Food or Drink
☐ Hinged Chafing Dishes ☐ Other (Specify): _____
☐ Prepared and handled out of the line of the customer serving area

FOOD STAND CONSTRUCTION AND EQUIPMENT*

(Materials to be used for floors, walls, and ceiling)

Part D

Floor: ☐ Concrete ☐ Asphalt ☐ Other (Specify):_____

Wall: ☐ Screen ☐ Plastic / Tarp ☐ Other (Specify):_____

Ceiling: ☐ Canopy ☐ Plastic / Tarp ☐ Other (Specify):_____

**Properly identify stand with name of business (3 inch letters), address and telephone number (1 inch letters).*
**Food stands must be protected from dust contamination on 3 sides and top.*

PLANS, APPLICATIONS, PERMITS AND FEES

Part E

1) A plan and application must be submitted for each separate food stand. No permits will be issued without a completed plan and application.

2) Health permits are required for all food stands. Fees are based upon the nature of the food product being handled / retailed:

A)	Unpackaged (open) foods (all categories):	$166.00
B)	Manufactured prepackaged; non-potentially hazardous (i.e., shelf-stable foods):	$58.00
C)	Food demonstrator; food distributed (i.e. not sold / retailed) as product sample:	$39.50
D)	Manufactured prepackaged food with sampling:	$97.50

3) Fees are to be submitted with the application, and received by the office listed below at least 2 weeks prior to the event. Fees are to be paid by **cashier check, money order, or business check only** made payable to **"Los Angeles County."**

NO CASH, NO PERSONAL CHECKS, NO CREDIT CARDS
ONLY MONEY ORDERS, CASHIER CHECKS, OR BUSINESS CHECKS ARE ACCEPTED

4) Permit fees are not required for stands operated by charitable / tax-supported organizations. Proof of charitable / tax supported status is required. Such proof (i.e. articles of incorporation or non-profit status from the California Secretary of State, or either documents as required by Los Angeles County Code Title 8, Section 8.04.690, substantiating wholly tax supported organization or institutions), shall be provided at least 30 days prior to the event and must be submitted along with all other required applications and paperwork.

5) Plans, applications, and fees must be submitted in person, mailed, or faxed to:

Environmental Health
District Surveillance and Enforcement
Antelope Valley Office
335-A East Avenue K-6
Lancaster, CA 93535
(661) 723-4533
(661) 948-9354 Fax

I have completed the application to the best of my ability. I understand that I may be asked to provide additional information in order for the application to be approved and that the information provided is considered part of the application. I understand that failure to provide required information will delay or prevent approval of the application.

APPLICATION COMPLETED BY_____

TITLE_____**TELEPHONE ( )**_____

(For Office Use)

Approved: ☐ Yes ☐ No

Provision: ☐ None ☐ See Remarks

Reviewed by: _____

Date: _____

Permit number: _____

(District Stamp)

Environmental Health
District Surveillance and Enforcement
Antelope Valley / Santa Clarita
335-A East Avenue K-6
Lancaster, CA 93535
(661) 723-4533
(661) 948-9354 Fax

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