

**CARROLL COUNTY FALL FESTIVAL
SEPTEMBER 27, 28 & 29, 2018
FOOD VENDOR APPLICATION**

To be considered for approval to operate a retail and or charity concession during the 2018 Carroll County Fall Festival you must sign and complete the following:

1. Application Form and Diagram of booth containing all information requested.
2. Official notice of agreement: signed and dated.
3. All vendors are responsible for clean-up daily around the area. Only approved specified Items in application will be served. No added items after approvals.
4. Applications will be reviewed in a timely manner. All vendors submitting applications will Be notified of the review.
5. September 26th Booth set-up to begin at 4 p.m.
6. September 27th Health Department Inspections at 4:00 p.m.

Name of Business: _____

Contact Name: _____

Address: _____

Phone: _____

Email: _____

List all items you are selling:

Do you need water yes no Electricity? yes no

You are responsible for sufficient SO type cord of the proper gauge to power your booth, and clear water hose. (Not Garden Hose)

Describe the type of booth you will be displaying:
 trailer push-cart Tent

Other-Describe _____

Dimensions of unit X Feet

Please attach a photograph of your unit (if possible) or diagram of the unit Including such detail as height, width, length and location of serving windows.

Carroll County Fall Festival
P.O. Box 343
Carrollton, KY 41008
502-525-1583/502-347-5398 or 502-643-7821

Email: cctobfest@yahoo.com website: www.carrolltontobaccofestival.com

Exhibitor agrees to the following:

1. To comply with all Federal, State and Local guidelines and laws. To Have unit inspected and deficiencies corrected prior to arrival.
2. To adhere to practice safe food handling and to secure all necessary permits and licenses required to do business in the Commonwealth of KY and City of Carrollton.
3. Completed application packets will be accepted on first come, first serve basis.
4. Location of set-up will be determined by the festival committee based on the following criteria:
 - a. Availability of power
 - b. Order of receipt of completed application packet
 - c. Type of food offered
5. Private permission for specific locations will not be accepted.
6. No vendor will be allowed to set up seating for patrons. The festival will provide all seating.
7. Upon arrival at the festival site, check-in procedures will be followed.
8. The festival committee will charge a fee of \$125.00 for 3 day event per each food unit.

By signing this application, I/We hereby waive and release the festival committee, City of Carrollton, Sponsors, Their Agents, employees and volunteers from all claims of injury and or damages incurred in connection with this event. It is further understood that by making this application in no way guarantees acceptance. Those vendors not accepted will have their application and fees returned.

Name of Business: _____

Name and Title of Person (print) _____

Signature: _____

Date: _____

Three Rivers District Health Department & Home Health Agency

510 South Main Street
Owenton, Kentucky 40359
PH: (502) 484-3412
FAX: (502) 484-0864

TEMPORARY FOOD SERVICE APPLICATION

OWNER INFORMATION:

Owner/Operator Name: _____

Address: _____ Phone #: _____

City: _____ State: _____ Zip: _____

FACILITY INFORMATION:

Name of Concession Stand: _____

Type of Food Served (please be specific): _____

Location to set up: _____

Contact Name: _____ Phone #: _____

List the name and location of each concession stand. Each Stand will require a separate permit.
A PERMIT TO OPERATE A TEMPORARY FOOD SERVICE FACILITY IS REQUIRED BY KRS 219.011

No person shall operate a temporary food service facility without first obtaining a permit issued by the Health Department

Date(s) of Operation: _____ to _____

Permit Fee: 1-3 days \$50
4-7 days \$75
8-14 days \$100

FOR OFFICE USE

Received by: _____

Date: _____

Fee Exempt: up to 14 days— Name of Tax Exempt entity and ID number: _____

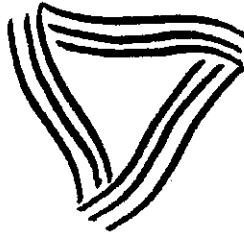
MAKE CHECKS PAYABLE TO: THREE RIVERS DISTRICT HEALTH DEPARTMENT (OR TRDHD)

*Applicant Signature: _____ Date: _____

I confirm that I have reviewed and understand the attached information regarding initial set-up for temporary food service and guidelines for operation. I also understand that temporary food permits are good for up to 14 days after which time I cannot set up in the same location again for at least 30 days.

For more information contact:

Ashley Froman
Carroll County Health Environmentalist
401 11th Street
Carrollton, KY 41008
Office: 502-732-6641 Ext. 3
Fax: 502-732-8681
Ashleya.froman@ky.gov



THREE RIVERS DISTRICT HEALTH DEPARTMENT
Carroll, Gallatin, Owen, and Pendleton Counties
Temporary Food Service Guidelines
Updated January 2016

To operate a Temporary Food Service Establishment you must notify the Local Health Department of your intent and request a permit. Temporary Food Service Establishments which operate for one to three (1-3) days shall be charged a \$50.00 permit fee, those which operate for four to seven (4-7) days shall be charged a \$75.00 permit fee, and those which operate for eight to fourteen (8-14) days shall be charged \$100.00 permit fee. I also understand that temporary food permits are for up to 14 days after which time I cannot set up in the same location again for at least 30 days. The permit fee is payable to Three Rivers District Health Department.

In addition, all establishments must meet all other requirements for Temporary Food Service Establishments and are subject to inspection and enforcement by Three Rivers District Health Department Environmental Inspectors. The only exception from fees will be for non-profit organizations with documentation of 501(c)(3) status. The only exception to permit requirements shall be pot luck events that are closed to the public and are considered private, invitation only events designed for a defined group of participants. (Policy statement defining "Pot Lucks" and exceptions available upon request)

Only those potentially hazardous foods requiring limited preparation (2 hours or less total preparation time) shall be prepared or served unless specifically approved by the department. A permit application and list of foods to be offered shall be submitted to this Department prior to the operation of any temporary food establishment.

FOODS:

- All foods shall be wholesome and obtained from an approved source.
- No home canned foods or shellfish
- The preparation of foods in a home kitchen or establishment not subject to Health Department inspection is prohibited. **All foods must be prepared either on site where the temporary permit is issued or in a permitted commercial kitchen** and then reheated on site where the temporary permit is issued (if necessary). If foods are prepared in a permitted commercial kitchen rather than on site, foods must be transported in a safe manner and maintain their temperature at <41F if cold and >135F if hot.

FOOD PROTECTION:

- Food Grade gloves for handling all foods are required unless written approval has been granted by Three Rivers District Health Department recognizing adequate precautions are taken.
- Store prepackaged food and drinks in drained ice.
- Prepare and serve foods from an insect-proof booth.
- Screening and fly fans are effective against the entry of flies. Screening may be required when insects are found present. Roofing or canopy is always required.
- Foods may be grilled outside but must be returned to booth for storage/service.
- Keep hot potentially hazardous foods at 135°F or above and cold foods at 41°F or below.
- A metal stem thermometer / meat thermometer is required.
- Condiments shall only be provided in individual packages or approved dispensers.
- Do not display relish/onions/etc. for customer self-service.

- Cover all foods to protect from contamination (flies, sneeze, dust, overhead contamination).
- Store food, utensils, and single service articles (cups, straws, napkins) at least 6" off of the floor/ground.

FOOD EQUIPMENT:

- Use utensils and scoops with handles for food and ice. Handles of scoops must not be stored in food product.
- Do not store food or drinks in ice meant for consumption.
- All equipment, utensils, and food preparation surfaces must be clean and in good repair.
- Equipment shall not be stored in standing water unless water can be maintained at >135F

PERSONNEL:

- Effective hair restraints shall be worn by all workers.
- No smoking, eating, or drinking shall be allowed in booths.
- Food Grade gloves for handling all foods are required unless written approval has been granted by Three Rivers District Health Department recognizing adequate precautions are taken. Gloves may not be washed and must be changed regularly and after they become soiled in any way.

HANDWASHING:

- Provide adequate clean water, soap, and paper towels at all times for handwashing.
- A covered container with a spigot is required.

UTENSIL WASHING:

- Provide three (3) containers (dish pans, buckets, sinks, etc) of clean water for utensil washing.
- One container must contain dish detergent, one with rinse water, and one with sanitizer (household bleach). Change water often.
- Test strips must be provided for testing of sanitizer utilized.

OTHER:

- Provide washable trash containers. No boxes or paper bags permitted.
- Store all poisonous compounds (bleach, detergents, etc.) in properly labeled containers away from food, single service articles and utensils.
- All light fixtures (exception: heat lamps) must be properly shielded.

SHOPPING LIST:

- Metal Stem Thermometer
- Thermometers for refrigeration units
- Hand soap and paper towels
- Water
- Sanitizer
- Dish Detergent
- Trash Can
- Three basins for dishwashing
- Hair restraints
- Food Grade gloves
- Sanitizer test strips
- Health Department Permit

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