



700 Columbine St., Sterling, CO 80751 - (970) 522-3741 - 877-795-0646 - www.nchd.org

EVENT INFORMATION

Name of the Event: _____

Date(s) of the Event: _____

Location of the Event: _____

Hour of the Event: (Days and times) _____

Expected number of patrons: _____

Expected peak day(s) if event is longer than 1 day: _____

Anticipated Number of Food Booths: _____ (*Complete Vendor Information List and attach*)

Event Coordinators Name: _____

Coordinator's Phone Number: (_____) _____

Coordinator's Fax Number: _____

Coordinator's Mailing Address: _____

City _____ State _____ Zip Code _____

Coordinator's E-mail address: _____

Contact Person during the Event (if different from above): _____

Contact phone number for the day of the Event: (_____) _____

FOR HEALTH DEPARTMENT USE

Date Received: _____ *Date Reviewed:* _____

EH Representative Signature _____

SERVICES PROVIDED ON-SITE TO FOOD VENDORS (Check all that apply and provide detail if necessary):

- Water Supply:** There is access to a potable water taps on site.
 Vendors must bring their own water supplies.
- Wastewater:** There will be liquid waste collection tanks / receptacles on site.
 Vendors must arrange for their own wastewater disposal.
- Electricity:** There will be no electricity supplied on site.
 There is access to electricity on site.
 Generators will be provided for vendor use.
 Vendors are allowed to use generators on site.
- Trash / Refuse:** There will be trash receptacles throughout the event for the public.
 There will be dumpsters on site for vendor and public trash removal.
 How often will they be serviced? _____
- Toilet Facilities:** Water carrying public restrooms. How many? _____
 Portable toilets. How many? _____
 How often will they be serviced? _____
- Hand Wash Facilities:** Water carrying public restrooms. How many? _____
 Portable hand wash stations. How many? _____
 How often will they be serviced? _____
- Other Services:** Refrigerated truck
 Commissary kitchen (Provide a list of available equipment in kitchen.)
 Ice

TEMPORARY EVENT SITE MAP (PLEASE PROVIDE MAP ON NEXT PAGE)

Provide a labeled map of the entire Temporary Event area and include the following:

- Toilet facilities (portable and fixed)
- Hand washing facilities
- Trash containers
- Electrical hook-up points and generator locations
- Potable water taps for vendors
- Location of all food preparation and service areas on the event grounds
- Food booth vendors
- Roadways, sidewalks, and walkways
- Refrigerated truck (if applicable)
- Commissary kitchen (if applicable)
- Petting Zoo (if applicable)

TEMPORARY EVENT SITE MAP

