


## Vendor Application for Temporary Food Events

Temporary Retail Food Establishment Name		Legal Owner's Name	
Establishment Address (Street/ Address/P.O. Box)			
City		State	Zip Code
Contact Name			
Contact Number		Contact Email	

Check all that apply	Number of Events	Number of Days	Type of License	Fee	Code
	1	1	Limited (pre-packaged and low risk foods)	\$100.00	8010
	1	1	Full Service (on-site food preparation, medium risk)	\$150.00	8011
	1	2-8	Limited	\$150.00	8020
	1	2-8	Full Service	\$200.00	8021
	Multiple	>8	Limited	\$270.00	8030
	Multiple	>8	Full Service	\$385.00	8031
	Multiple	Unlimited	Non-Profit	\$0.00	1000
	Multiple	Unlimited	Off-Site Sale Vendor Badge (one badge per vendor)	\$3.00	012



**IMPORTANT STEPS TO REMEMBER**

1. Failure to submit completed application two weeks prior to event may result in a late fee.
2. Vendors **MUST** pay for license **PRIOR** to event with cash, check, or card.

**To pay by phone**  
719-583-4307  
VISA, and MasterCard Preferred

**To pay by check**  
Payable to PDPHE  
Pueblo Department of Public Health and Environment  
101 W 9<sup>th</sup> Street  
Pueblo, CO 81003

**Have questions?**  
Call: 719-583-4307  
Email: [tempevents@pueblocounty.us](mailto:tempevents@pueblocounty.us)  
Visit: [pueblohealth.org](http://pueblohealth.org)

**Please list ALL EVENTS and DATES that you plan to participate in PUEBLO COUNTY.**

EVENT NAME	EVENT DATE(s)

Please list all individual food products and specific source of these items (name of grocery chain, wholesaler, etc.). If menu changes from event to event, please call or email to inform of change. \*

Food and Drink Items (including ice)	Location Obtained
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

\*Attach additional sheet of events or food items if necessary.

**HANDWASHING AND FOOD HANDLING FOR EVENTS THREE DAYS OR SHORTER.**

A conveniently located hand-washing station within each booth or unit is REQUIRED unless only pre-packaged foods requiring no preparation and/or cooking are to be served. Please check below which applies to your booth/unit.

**HANDS MUST BE WASHED IN BETWEEN GLOVE CHANGES, NO EXCEPTIONS!**

- I will be serving only prepackaged foods that require no preparation and/or cooking.
- I will be serving foods that require preparation and/or cooking and will provide the following for hand-washing:
  1. A minimum 2-gallons of warm potable water that must be refilled as needed in a container with a “hands-free” spigot
  2. Soap
  3. Paper towels
  4. A 5-gallon bucket (minimum) to catch and contain wastewater until it is properly disposed

**NOTE:** Events lasting longer than 3 days MUST have hot and cold water under pressure available for hand washing.

**NOTE:** Hand sanitizers are NOT an acceptable substitute for required handwashing set-up.

**NOTE:** All chili roasters MUST have hot & cold water under pressure.

