

# TEMPORARY FOOD PERMIT APPLICATION

Please print the required information, date, and sign the application. Submit the completed application and a check for \$75 payable to "Town of Windsor" (non-profits, service clubs and organizations are exempt from the fee) to the Windsor Health Department at least two weeks prior to the event.

ORGANIZATION: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PRIMARY PHONE #: \_\_\_\_\_ ALT. PHONE #: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

EVENT: \_\_\_\_\_

EVENT START DATE: \_\_\_\_\_ START TIME: \_\_\_\_\_ # OF DAYS: \_\_\_\_\_

EVENT LOCATION: \_\_\_\_\_

APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY, STATE ZIP: \_\_\_\_\_

PRIMARY PHONE #: \_\_\_\_\_ ALT. PHONE #: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

PERSON IN CHARGE OF FOOD PREP.: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY, STATE ZIP: \_\_\_\_\_

PRIMARY PHONE #: \_\_\_\_\_ ALT. PHONE #: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

TYPE OF SERVICE (CIRCLE ONE):

1. COMMERCIALLY PREPARED, PREPACKAGED FOOD & BEVERAGES ONLY.
2. COLD FOOD, BEVERAGES & HOT DOGS ONLY.
3. FOOD COOKED ON SITE FOR IMMEDIATE SERVICE ONLY.
4. FOOD COOKED OFF SITE OR COOKED AND HELD FOR MORE THAN 4 HOURS PENDING SERVICE.

MENU: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

FOOD SOURCES (TYPES AND WHERE OBTAINED):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

APPLICATION DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

TOWN RISK MANAGER: \_\_\_\_\_

DATE \_\_\_\_\_

(REQUIRED FOR EVENTS ON TOWN PROPERTY)

FIRE MARSHAL: \_\_\_\_\_

DATE \_\_\_\_\_

(REQUIRED FOR OUTDOOR EVENTS INVOLVING TENTS OR CANOPIES)

PERMIT ISSUED DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

APPLICATION DENIED DATE: \_\_\_\_\_ REASON: \_\_\_\_\_