



EL PASO COUNTY



## Vendor Packet Checklist

Who	Item	Completed
All Vendors	Copy Of Insurance	
Merchandise Vendors	Sales Tax License	
	Special Event Tax License	
Food Vendors	Colorado State Food License	
	Sales Tax License	
	El Paso County Public Health Special Event License	
	Food Manager Certification	
	Commissary Kitchen Agreement	

## Resources

Item	Website Resource
Copy Of Insurance	Name "El Paso County" as an Additional Insured on all relevant policies.
	OR
	Apply for El Paso County Fair & Event Center Event Insurance at link below. <a href="#">Total Event Insurance Link</a>
Sales Tax License	<a href="https://admin.elpasoco.com/financial-services/sales-and-use-tax-info/sales-tax-information/">https://admin.elpasoco.com/financial-services/sales-and-use-tax-info/sales-tax-information/</a>
	<a href="https://tax.colorado.gov/sales-tax-guide">https://tax.colorado.gov/sales-tax-guide</a>
Special Event Tax License	<a href="https://tax.colorado.gov/special-event-license">https://tax.colorado.gov/special-event-license</a>
Colorado State Food License	<a href="https://www.elpasocountyhealth.org/licenses-permits-inspections-water-testing/retail-food/retail-food-establishments/">https://www.elpasocountyhealth.org/licenses-permits-inspections-water-testing/retail-food/retail-food-establishments/</a>
EPC Public Health Special Event License	<a href="https://www.elpasocountyhealth.org/licenses-permits-inspections-water-testing/retail-food/retail-food-establishments/">https://www.elpasocountyhealth.org/licenses-permits-inspections-water-testing/retail-food/retail-food-establishments/</a>
Food Manager Certification	<a href="https://drive.google.com/file/d/1bQruydQCz3fOh5oSli6AuOuLpvKmRpyS/view">https://drive.google.com/file/d/1bQruydQCz3fOh5oSli6AuOuLpvKmRpyS/view</a>
Commissary Kitchen Agreement	<a href="https://epc-assets.elpasoco.com/wp-content/uploads/sites/18/2024/02/Commissary-Agreement-02.09.2024-1.pdf">https://epc-assets.elpasoco.com/wp-content/uploads/sites/18/2024/02/Commissary-Agreement-02.09.2024-1.pdf</a>