



Health and Human Services

Environmental Health

Temporary Food Event Vendor Application

This application must be completed and submitted to the Buncombe County Environmental Health to provide information about all food preparation and sales to the public at any public event or exhibition within Buncombe County. **A TFE permit may only be issued in conjunction to a special event such as fair, carnival, circus, public exhibition or other similar gathering. Examples are NC Mountain State Fair, holiday festivals, traveling carnivals and special events.** In addition to this vendor application, a separate Organizer Application shall be submitted by the organizer of the event or exhibition.

Please Note:

- **Applications must be submitted no later than 15 days prior to the event.**
- Applications can be mailed, emailed, faxed or submitted directly to: 30 Valley Street, Asheville NC 28901; Fax: 828-250-6161; email EHRequest@buncombecounty.org
- A fee of \$75.00 will be required for each food service permit and must be paid with the submission of each Food Vendor Application.
- **Food Vendor Application will not be considered complete until the Organizer Application is received. If the Organizer Application is not received within 15 days prior to the event the Vendor Application may be denied.**

- 1) Name of Event: NC Mountain State Fair
- 2) Date(s) & Operation Hours of Event: September 8 - 17, 2023 Fri - Sun 9am - Midnight, M-Th 3pm - 11pm
- 3) Address of Event: 1301 Fanning Bridge Road, Fletcher NC 28732
Street City State Zip
- 4) Event Organizer: NCDA&CS - Tamara Crain,
Exhibits & Concessions Coordinator Contact Info: 828-687-1414 x 210
- 5) Name of Vendor: _____ Vendor Phone: _____
- 6) Vendor Business Name: _____
- 7) Vendor Business Address: _____
Street City State Zip
- 8) Applicant Email Address: _____
- 9) On-site (Person-in-Charge): _____ PIC Phone: _____
- 10) Date for permitting: _____ Time for permitting: _____

****Please note: Food booth must be completely set up prior to permitting. NO foods may be prepared or offered for sale prior to receiving a permit from our department. Any food prepared before the permit has been issued, or food from off-site unapproved location, must be discarded before operation permit will be issued****

Exemptions		
Are you preparing and selling non-TCS foods only? Examples: snow-cones, ice cream, cotton candy, funnel cakes, popcorn, most baked good. If yes, contact NCDA at 919-707-3000	<input type="checkbox"/> No	<input type="checkbox"/> Yes
Are you a non-profit organization which has not operated as a food vendor prior to this event this month? If yes, you must submit Exempt Vendor Verification Form.	<input type="checkbox"/> No	<input type="checkbox"/> Yes
Are you operating as a mobile food unit with a valid permit from a local health dept. located in NC? If yes, in which county was permit issued. Provide copy of most recent inspection report.	<input type="checkbox"/> No	<input type="checkbox"/> Yes
If answered yes for any of the above questions, the \$75 fee may be waived. Additional information may be required before the waiver can be granted.		

11) Will vendor prepare food prior to the event? ☐ Yes ☐ No

If you checked "yes" food will be prepared prior to the event*, provide the name of the facility where food will be prepared:

Name of Prep Facility: _____

Address of Prep Facility: _____
Street City State Zip

Date(s) of preparation: _____ Time of Preparation: _____

Please Note: Advanced preparation may require an additional permit by BCHHS for the preparation site.

12) As of September 1, 2012, the vendor/permit holder shall require all food service employees to comply with an approved Employee Health Policy. Do you have an approved Employee Health Policy? ☐ Yes ☐ No

13) Please check the box that best describes the source of water for your food booth:

- | | |
|---|---|
| <input type="checkbox"/> Public water supplied by organizer (required food grade hose) | <input type="checkbox"/> Tap water supplied by vendor |
| <input type="checkbox"/> On-site private well (requires sampling by BCHHS prior to event or back up water source) | <input type="checkbox"/> Bottled water supplied by vendor |

Method of Heating Water:

(for handwashing, utensil washing, and general cleaning)? _____

- All potable water holding tanks, containers and hoses used to transport or store water at the temporary food establishment shall be drained, washed, rinsed and sanitized.
- Containers and hoses used to store, haul, or convey potable water shall be approved for potable water/food grade, not to be used for any other purpose and shall be protected from contamination.
- Potable water hoses and containers shall be labeled.
- Approved backflow device

14) Check the box that best describes the disposal method for the following:

Garbage:

- ☐ Waste taken offsite
☐ Event Dumpster
☐ Other: _____

Wastewater:

- ☐ Portable toilet at event
☐ Event gray water bin
☐ Other: _____

Grease:

- ☐ Grease taken offsite Event
☐ Event grease receptacle
☐ Other: _____

12) Check the box that best describes your equipment:

Cold Holding:

- ☐ Refrigerated truck
☐ Commercial refrigerator
☐ Freezer
☐ Other: _____

Hot Holding:

- ☐ Chafing dishes
☐ Electric hot box
☐ Grill
☐ Other: _____

Utensil Washing:

- ☐ 3 Utility sink
☐ 3 Compartment sink
☐ 3 Basins
☐ Other: _____

Hand Washing Set-up:

- ☐ Mechanical sink
☐ Gravity flow set up
☐ Other: _____

13) Will ready-to-eat produce (vegetables or fruit) be prepared in your food booth?

- ☐ Yes, (requires a prep sink) ☐ No

14) Check the box which describes your food booth set up:

- ☐ 3-sided tent ☐ Tent with fans ☐ Mobile Food Unit ☐ Other: _____

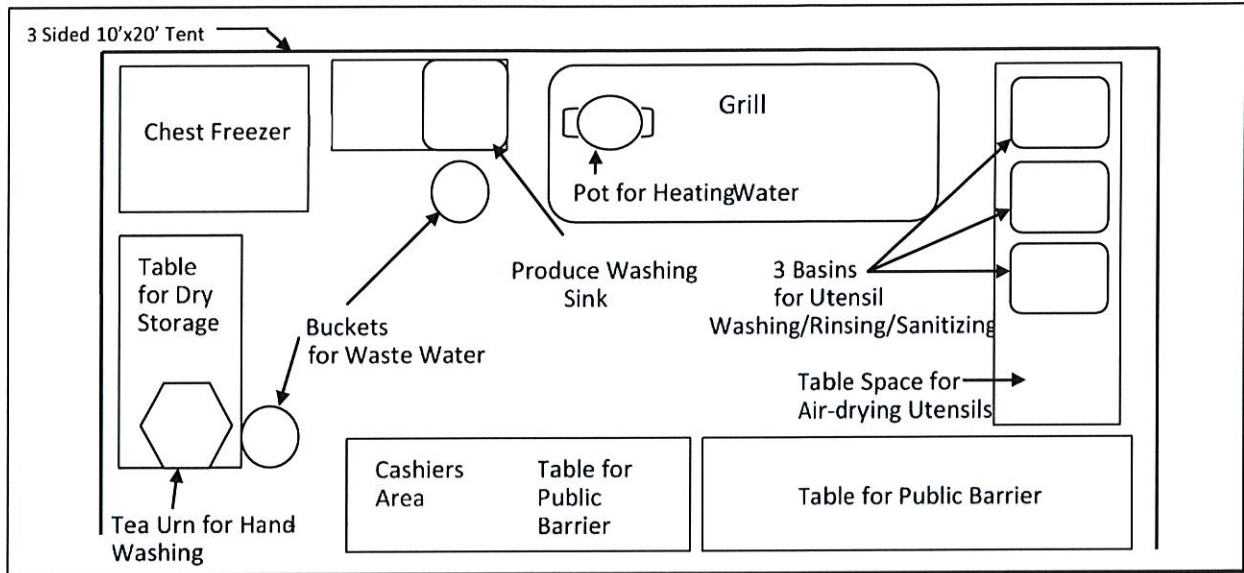
Menu Details

Provide a complete list of all food/menu items in the chart below and check "Advanced Preparation" if the food/menu item will be prepared prior to the event or check "Prepared at Event" if no advance preparation is needed. Check both "Advanced Preparation" and "Prepared at Event" if food/menu item requires both types of preparation. Please include all add-on items such as lettuce, tomato, onion, etc. (example: Hamburgers with cheese, lettuce, tomato, onion).

Please note: food preparation may not exceed more than 7 days prior to the event.

[illegible]

- 15) **Must submit plan with application.** Please see below example of a typical food booth set-up. Please note that ALL food booths must have **approved hand wash set-up and utensil washing set-up for washing, rinsing and sanitizing equipment.** Other equipment needs may vary.



I certify that the information in this application is complete and accurate. I understand that:

- Any changes to my operation must be submitted to the Buncombe County Environmental Health for review and approval prior to the day of the event
- All Time/temperature control for safety foods (TCS) that I am serving must be maintained at approved temperatures (41°F or below for cold food and 135°F or above for hot food) during transport, holding and/or service
- Failure to maintain approved temperatures for TCS foods may result in disposal or embargo of the food
- Vendor is expected to be ready at permitting time.
- Permits must be posted in a conspicuous place designated by the regulatory authority.

Applicant Signature: _____ **Date:** _____

Office Use Only	
Reviewer Signature: _____	Date: _____
Comments: _____	