

## Application for Vendors with Food or Drink

This packet and supplemental information must be submitted at least 14 days prior to your first event. We will not accept any vendor application packets without all of the information included below:

- Completed Application Packet (pages 1-4)
- Copy of Certified Food Protection Manager (CFPM) certificate or other applicable food safety training
- Copy of menu(s)
- Completed Commissary Agreement (see page 6)
- Copy of valid food license(s), if licensed outside of Mesa County
- Booth layout (only if tent/table/booth set up)

If you have fees due, you will be emailed an invoice. Vendors must pay all fees to receive the MCPH approval letter prior to their first event.\*\*



**IMPORTANT:** Failure to submit **all** items listed above **at least two (2) weeks** before your first event could delay your approval time.

\*\*NOTE: If you intend to be a food vendor at events coordinated by Mesa County Fairgrounds, the City of Grand Junction, City of Fruita, Fruita Chamber of Commerce, or the Town of Palisade, please see additional vendor application details by visiting [www.gjcity.org](http://www.gjcity.org).

## BUSINESS INFORMATION

Business Name:		Ownership Name (LLC, individual, etc.):	
Business Address:			
City:	State:	Zip Code:	
Mailing Address:			
City:	State:	Zip Code:	
Contact Name:		Email:	
Colorado Sales Tax ID:		Phone Number:	

Check which type of food vendor you are:

- Special/Temporary Event Vendor licensed in Mesa County
- Special/Temporary Event Vendor licensed outside of Mesa County
- Mobile Unit licensed in Mesa County
- Mobile Unit licensed in another Colorado County
- Non-Profit
- Cottage Food
- Samples Only
- Other (please explain below)

Please list all events and dates that you plan you participate in MESA COUNTY events:

Event Name	Date(s)	City/Town

**FOOD AND DRINK**

Please list **all** individual food items and the source of each of these items (name of grocery chain, wholesaler, etc.) below.

Food and Drink Items (including ice)	Source

## **WATER**

Where will you obtain your clean water\*?

- Commissary
- At the event
- Other (please explain): \_\_\_\_\_

\*Food grade hoses must be used to obtain the clean water.

Where will your waste water be disposed of?

- Commissary
- At the event
- Other (please explain): \_\_\_\_\_

## **HANDWASHING**

Mobile units must have hot and cold running water under pressure at all times. All other vendors must have an adequate hand washing station in each booth unless otherwise approved.

Check which option applies to your operation:

- I will be serving only prepackaged foods that require no preparation and/or cooking
- I will have a hand washing sink with hot and cold water under pressure (with soap and paper towels as required).
- I will be serving open, exposed foods and will have the following for my hand washing station set up:
  - At least 5 gallons of warm potable (clean) water in a container with a “hands-free” spigot
  - Soap
  - Paper towels
  - Container to catch wastewater
  - Trash container for used paper towels

**NOTE:** Hand sanitizer is not an acceptable substitute for handwashing.



Handwashing station

## FOOD TEMPERATURES

(Not Applicable (N/A) for Cottage Foods)

Please list which foods will be transported hot or cold from the commissary.

Foods transported to the event <b>HOT</b> :	Foods transported to the event <b>COLD</b> :

What equipment will you use to maintain and control temperatures during transportation?

- Coolers
- Cambros
- Other:

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What equipment will you use on-site at the event to maintain and control food temperatures?

- Refrigerators
- Freezers
- Ice chests (must be drainable and foods must be in sealed containers)

**NOTE:** A food thermometer must be on-site and used during the event to make sure foods are at the correct temperatures.



*Two appropriate thermometers*

By signing below, I confirm that I am responsible for complying with the Colorado Retail Food Establishment Regulations which can be found online at [health.mesacounty.us](http://health.mesacounty.us).

_____	_____
Applicant Name	Date

# Commissary Agreement

I, \_\_\_\_\_, am the owner/operator of \_\_\_\_\_,  
located at \_\_\_\_\_, and I give permission to  
\_\_\_\_\_ to use my facilities for the following activities:

- Food preparation activities, like washing and cutting of produce, cooking, cooling, and/or reheating
- Dishwashing
- Storage of dry goods, paper products, cleaning chemicals, and/or equipment
- Dishwashing
- Filling of water tanks
- Dumping waste water
- Storage of refrigerated foods
- Other (please specify): \_\_\_\_\_

**NOTE:** A commissary use log will be maintained and made available to the Department upon request.

Commissary water supply:

- Municipal
- Well

Commissary sewer system:

- Municipal
- Septic

The Commissary is available the following days for use by the mobile or temporary food business:

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday
- Saturday/Sunday

\_\_\_\_\_  
Signature (Commissary Owner/Operator)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number