

Special Events - Food Vendor Application Form

This application must be submitted in full a minimum of **14 days prior to the event**.
Completion of this form in detail is essential to the efficient processing of your application.



Send completed form to: TBD Health Unit - Environmental Health Programs
999 Balmoral Street, Thunder Bay, ON. P7B 6E7
Fax: (807) 625-4822 Phone: 625-5930 or 1-888-294-6630, ext. 5930

SECTION A:

Business Name: _____

Contact/Vendor Name: _____

Mailing Address: _____

Postal Code _____ Email Address _____

Please check if you are a: Religious Organization Fraternal Organization Service Club

Telephone: (H) _____ (B) _____ (Fax) _____ (Cell) _____

Event Name: _____ Event Location: _____

On-site Contact Name: _____ Cell #: _____

Date(s) of Event: _____ Vendor Operating Hours: _____

(Note: If there are multiple dates provide that information on an additional page)

SECTION B:

Describe the set-up of your food booth/stand/premises (i.e. cold and hot holding equipment, hand washing set-up). If you will be preparing food off-site, give the name of the location where the food is to be made.

SECTION C:

Provide a complete list of all foods to be prepared or served and make note of whether hazardous foods are pre-cooked OR raw. (Attach additional pages if necessary)

I _____ certify and accept responsibility for ensuring the above-mentioned information is correct and will be adhered to. I have also read and understood the guidelines provided.

Signature of Applicant: _____ Date: _____

For office use only:

Comments: _____

Date Reviewed: _____ Approved: Yes No Signature of PHI: _____

Personal information on this form is collected under the authority of the *Health Protection and Promotion Act, R.S.O. 1990*, as amended and in accordance with the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990*. This information will be used to determine approval to operate. Questions regarding the collection of this information should be directed to the Environmental Health Programs, Thunder Bay District Health Unit, 999 Balmoral Street, Thunder Bay, ON P7B 6E7. Telephone (807) 625-5930 or 1-888-294-6630, ext. 5930.