

Temporary Food Service Application

**** Vendors: Submit application and payment to the event coordinator**



ABOVE AND BEYOND. BY DESIGN.

Community Services
8500 Antioch Road
Overland Park, KS 66212
913/895-6270 • Fax 913/895-5086

Applicant Name _____

Business or Vendor Name _____

Address _____

Daytime Phone _____ E-mail _____

Name of event/show _____

Location of event _____ Event Coordinator _____

Scheduled Date(s) and time of event _____

My establishment is licensed as a restaurant mobile unit caterer

It is mandatory for restaurants, mobile units and caterers to submit a copy of their current license.

I am a wholesale manufacturer **I am an** unlicensed vendor (unlicensed vendors will have menu limitations)

Food preparation/service:

NOTE: No food is to be prepared or portioned in a home unless you have a separately permitted kitchen.

Items to be served _____

1. **Procedure to Hold Hot Foods (if applicable)** _____

2. **Procedure to Hold Cold Foods (if applicable)** _____

This area to be completed by the inspector:

Additional Comments

- Handwashing station & gloves
- Sanitizer and test strips
- Sneeze guards or staff monitored samples
- Hair restraints
- Single service-covered and inverted
- Food off floor/ground
- Thermometers
- Dishwashing or extra serving utensils
- Temperatures maintained _____
- Food from an approved source

NOTE TO THE EVENT COORDINATORS/PROMOTERS

Event Coordinators/Promoters are responsible for submitting the applications and fees when two or more vendors are participating in a single event.

Event Coordinators/Promoters are required to

- Submit completed applications at least two weeks before an event.
- Pay \$10 Temporary Food Service Application fees for each vendor no later than 24-hours before an event. For weekend scheduled events, payment is expected by noon the Friday before the event.

Application fees will not be accepted until the application has been approved by the Code Compliance Officer.

Applicant _____ Date _____

Code Compliance Officer _____ Date _____

Approved (permit delivered) Denied

OFFICE USE ONLY

Processed and paid by _____ Paid with _____ Date paid _____