

# 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 \_\_\_\_\_

Tax ID # \_\_\_\_\_

**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 \_\_\_\_\_ Revised May 2012