



## TEMPORARY FOOD VENDOR APPLICATION

A current mobile retail food establishment license or temporary vendor approval issued by another Colorado agency may be submitted in place of this application.

Please submit the following to Environmental Health at least 2 weeks (10 working days) before the event:

- Completed temporary event application (or current Colorado mobile retail food establishment license or temporary vendor approval)
- Menu
- Commissary agreement
  - The need for a commissary is based on the menu, type of operation, event duration, and equipment and services available at the event
  - The commissary and its location shall be adequate to support the safe handling of food
- Drawing of booth layout including equipment and handwashing station(s)
- Fee of \$255 for full food service or \$115 for pre-packaged only foods. Fees will be waived for:
  - Those with a current retail food establishment license issued by the City of Aspen (i.e., Aspen restaurants)
  - Those with current mobile retail food establishment license or temporary vendor approval issued by another Colorado agency
  - Government entities and nonprofit organizations

Please make checks out to 'City of Aspen' and mail to:  
City of Aspen Environmental Health  
427 Rio Grande Place  
Aspen, CO 81611

Establishment Information	
<b>Name of Establishment:</b>	Phone:
Contact Person:	Email:
Address:	
<b>Commissary:</b>	Phone:
Contact Person:	Email:
Address:	
<b>Name of Event:</b>	Coordinator:



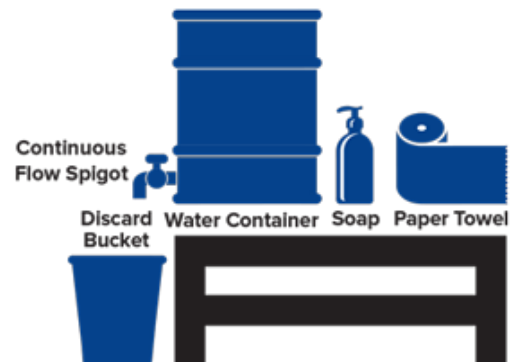
Date(s) and times of event:	Location:
Street Address:	Cell:
City:	Fax:
State/Zip:	Email:

## Operations

- **Grease from grease-producing equipment and any wastewater shall not be discharged onto the ground or into any storm drainage system.**
- **All foods being held, stored, and offered for sale shall be obtained from sources that comply with applicable laws. Please list all food suppliers here:**
- **Describe how cold and/or hot foods will be maintained at proper temperatures during transport:**

**And during the event (include equipment list):**

- **A handwashing station that meets the operational need of the temporary retail food establishment shall be provided. At minimum, handwashing stations must be supplied with soap, paper towels, and a hands-free flow of water.**





- Describe where and how often utensils and equipment will be cleaned and sanitized:

### Menu & Food Processes

Item and Ingredients	Process (cooling, cold holding, reheating, hot holding)
Pork taco (shredded pork, pineapple and cabbage slaw, cilantro, corn tortilla)	Pork is cooked and cooled at commissary. It is reheated and kept warm on truck. Canned pineapple and pre-shredded cabbage are held cold until use.



**I hereby agree to comply with the Colorado Retail Food Establishment Rules and Regulations. I agree to immediately cease food service operations if, upon inspection, imminent hazards to public health are identified by the City of Aspen Department of Environmental Health and Sustainability.**

**Print Name** \_\_\_\_\_

**Sign** \_\_\_\_\_

**Date** \_\_\_\_\_

