

LaPorte County Health Department

302 West 8th Street, Suite 3
Michigan City, IN 46360
Phone (219) 874-3755 Fax (219) 873-3018

EVENT APPLICATION

This completed event application is due in the Health Department at least one month prior to the opening date of the event.

APPLICATIONS FOR VENDORS' TEMPORARY RETAIL ESTABLISHMENT PERMITS MUST BE RECEIVED AND REVIEWED BY OUR OFFICE AT LEAST ONE WEEK PRIOR TO THE PLANNED OPENING DATE OF THE EVENT.

Application Date_____

Event / Festival_____

Event / Festival Location_____ (Address if applicable)

City / State / Zip_____

Event Coordinator_____ Phone_____ Fax_____

Person in Charge_____ Phone_____ (of organizing the food booths)



Opening Date of Event_____ Start Time_____

Days / Hours of Operation_____

Number of People Expected Daily_____

Number of Food and Beverage Stands_____



PLEASE COMPLETE THE LIST ON THE REVERSE SIDE OF THIS FORM, IDENTIFYING EACH FOOD VENDOR, CONTACT PERSON, AND PHONE NUMBER FOR THE VENDOR. IF YOU UTILIZE A DIFFERENT FORM THAT INCLUDES THIS INFORMATION, YOU MAY ATTACH IT TO THIS APPLICATION. IF VENDOR IS NON-PROFIT PLEASE LIST

NAME AND TAX EXEMPT NUMBER (THESE VENDORS DO NOT NEED A TEMPORARY APPLICATION OR LICENSE).

The LaPorte County Retail Food Establishment & Bed and Breakfast Establishment Ordinance #00-15 states: Permits, "It shall be unlawful for any person to operate a Retail Food Establishment and/or Temporary Retail Food Establishment in LaPorte County, who does not possess a valid permit issued by the Regulatory Authority. Such permit shall be posted in a conspicuous place in full view of the public."



NAME OF ESTABLISHMENT	CONTACT PERSON	PHONE NUMBER
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____
11. _____	_____	_____
12. _____	_____	_____
13. _____	_____	_____
14. _____	_____	_____
15. _____	_____	_____

Vendors must have access to potable water from an approved source during the event. Wastewater, grease, and food debris must be disposed of according to all applicable laws.

Signature _____ Date _____