



A Tradition of Stewardship
A Commitment to Service

**APPLICATION FOR PERMIT TO OPERATE A TEMPORARY EVENT
AND/OR A CERTIFIED FARMER'S MARKET**

California Retail Food Code (CRFC) Section 114381.1 specifies that a permit must be obtained by the person or organization responsible for facilities or equipment that are shared by two or more temporary food facilities operating at a community event. The temporary event organizer must complete an application and submit the required fee or fee exemption form.

Section 114381.2 of CRFC specifies that a permit must be obtained for every food facility. CRFC defines certified farmer's markets as food facilities. The market organizer must complete the application and submit the required fee or fee exemption form.

Note: Only one application and fee are required if a person is coordinator for both the temporary event and certified farmer's market.

CURRENT ORGANIZER FEE: \$226.00

This permit application and fee must be submitted at least 2 weeks prior to the date of the event. Upon approval, a permit to operate will be issued.

Fee exemptions may be granted to organizations or individuals meeting the following criteria:

- ❖ **An organization is a qualified non-profit corporation**
- ❖ **An organization or club is a school or educational facility**
- ❖ **An individual owner that has a Veteran's DD 214 government exemption request**

Organizations or individuals qualifying for a fee exemption must complete a fee waiver request form.

Note: It is the responsibility of the event coordinator to ensure that all vendors have submitted applications and fees at least 2 weeks prior to the date of the event.

Name of Event _____

Name of Event Organization _____

Name of Event Coordinator _____

Address _____

Phone number _____ Cell Number _____

Fax _____ E-mail _____

Location where event will be held _____

Dates of operation _____

List any vendors sampling potentially hazardous foods _____

Vendor name

Address

Phone number

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

11. _____

12. _____

(If additional space is needed, please attach additional sheets)

Site Plan:

Organizers of temporary events and/or certified farmer's markets are responsible for submitting a site plan showing the proposed location for each booth and the proximity to required toilet facilities. Additional information may be requested for booths sampling potentially hazardous foods.

I understand and agree to comply with all requirements regarding to temporary food facilities and/or certified farmer's markets in Napa County.

Signature of Organizer _____ Date _____