

# BROWN COUNTY HEALTH DEPARTMENT TEMPORARY EVENT FOOD LICENSE APPLICATION

**NAME OF YOUR BUSINESS:** \_\_\_\_\_  
NAME OF THE ESTABLISHMENT SERVING FOOD AT THE EVENT

**OWNER OF BUSINESS:** \_\_\_\_\_

**Address of Your Business:** \_\_\_\_\_

**CONTACT PHONE:** \_\_\_\_\_ **CELL PHONE:** \_\_\_\_\_

**NAME OF EVENT:** \_\_\_\_\_ **LOCATION OF EVENT:** \_\_\_\_\_

**START DATE:** \_\_\_/\_\_\_/\_\_\_ **END DATE** \_\_\_/\_\_\_/\_\_\_ **START TIME:** \_\_\_:\_\_\_AM \_\_\_PM **END TIME** \_\_\_:\_\_\_AM \_\_\_PM

**NAME OF PERSON IN CHARGE AT EVENT:** \_\_\_\_\_

**Commissary Location:** \_\_\_\_\_ **CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_ **ZIP** \_\_\_\_\_

**CERTIFIED FOOD MANAGER REQUIRED: (ServSafe, 360 Training, National Registry Food Safety Professionals, Prometric, Above Training accepted)**

**NAME:** \_\_\_\_\_

**CERTIFICATE NUMBER:** \_\_\_\_\_

**NO FOOD IS TO BE PREPARED IN THE HOME ! Including Baked Items!**

<b>MENU (List all food, drinks, &amp; alcohol)</b>	<b>SOURCE OF FOOD <small>(Name, location of grocery, caterer, supplier, restaurant)</small></b>

**Hand-washing facilities must be provided (water must be 100°F or hotter)**

- 1.) How will food be cooked at event? \_\_\_\_\_
- 2.) How will food be kept hot? (Above 135°F) \_\_\_\_\_
- 3.) How will food be kept cold? (Below 41°F) \_\_\_\_\_
- 4.) How will food be transported? \_\_\_\_\_
- 5.) How long in transit? \_\_\_\_\_

**HOW WILL FOOD BE PROTECTED FROM CONTAMINATION DURING STORAGE, SERVING AND DISPLAY?**

**Temporary Food License Fee: \$50.00 minimum-- \$10.00 per day after the 5th day, 14 day limit**  
You must submit application and payment at least 7 days in advance of event:  
 By Mail- Send to the Attention of: Jennifer Heller E.H.S.  
 With the check or money order made out to: Brown County Health Department, P.O. Box 281 Nashville, IN 47448

**PHONE: (812) 988-2255 E-mail: [bcenvironmental@browncounty-in.us](mailto:bcenvironmental@browncounty-in.us) FAX: (812) 988-5601**  
**We now accept cash, credit and debit cards and approved checks**

APPROVED by EHS \_\_\_\_\_ DATE \_\_\_\_\_  DENIED by EHS \_\_\_\_\_ DATE \_\_\_\_\_  
 \* If application is denied, Temporary Food License Fee will be returned through the Brown County Auditor's office within approximately 30-45 days