

# Application

## Temporary Event Food Permit



- The information contained in this application may be subject to public release.
- Applications from event organizers must be received at least 60 days before the event.
- Applications from vendors must be received at least 14 days before the event start date.
- Food permits are NOT transferable to any person or business.
- For more information, visit our website: [novascotia.ca/nse/food-protection/forms.asp](http://novascotia.ca/nse/food-protection/forms.asp)

### 1 Give contact information – including a mailing address where permit can be sent

Operator/contact name \_\_\_\_\_

Mailing address \_\_\_\_\_

City/town \_\_\_\_\_

Province \_\_\_\_\_

Postal code \_\_\_\_\_

Phone/fax Telephone \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

### 2 Specify type of permit (check ONE)

Type of Event	Inspection/Permit Fees
<input type="checkbox"/> Temporary Event Vendor Permit (one day only)	\$24.18 + \$3.63 HST = <b>\$27.81</b>
<input type="checkbox"/> Temporary Event Vendor Permit (up to 15 consecutive days)	\$50.78 + \$7.62 HST = <b>\$58.40</b>
<input type="checkbox"/> Non-profit Vendor Permit (up to 15 consecutive days) Charity, purpose _____	<b>no fee</b>
<input type="checkbox"/> Temporary Event Organizer Permit	<b>no fee</b>

### 3 Give event details

#### Single/First Event

Name of Event	Location (address including civic number)	Date

**4 Vendors: Give menu details** – list on back if you need more space

What foods will be sold? \_\_\_\_\_

Where will foods be prepared? \_\_\_\_\_

By whom? \_\_\_\_\_

**5 Vendors: Describe facilities/equipment to be used at site**

Booth/structure from which food is served (roof/sides/floor)

\_\_\_\_\_  
\_\_\_\_\_

Is handwashing available within booth?  Yes  No

What is the setup? \_\_\_\_\_

How will utensils be washed? \_\_\_\_\_

Cooking \_\_\_\_\_

Refrigeration \_\_\_\_\_

Hot Holding \_\_\_\_\_

Food Storage \_\_\_\_\_

Will prepared foods be transported to site?  Yes  No

If yes, how? \_\_\_\_\_

**6 Vendors: Note food handler awareness training** – list on back if you need more space

Has the person in charge of the booth attended a food handler course recognized by the department?

Yes  No Give date of attendance \_\_\_\_\_

Has each worker attended a food handler course recognized by the department?  Yes  No

List their names and dates of attendance at a food handler course

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## 7 Organizers: Describe facilities available

Are portable toilets available?  Yes  No

Name of Contractor \_\_\_\_\_

Number of toilets available?

For food handler use \_\_\_\_\_

For public use \_\_\_\_\_

Is hand washing available?  Yes  No

Describe \_\_\_\_\_

Is there solid waste disposal?  Yes  No

Describe \_\_\_\_\_

Is there a maintenance contract?  Yes  No

Describe \_\_\_\_\_

## 8 Organizers: Attach a site and floor plan

Site plan attached

Floor plan attached

## 9 Sign application form

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

## 10 Enclose payment – cheque or money order only

Enclosed is a cheque or money order made payable to “**Minister of Finance.**”

No fee applies

## 11 Return completed form with payment to

Nova Scotia Environment  
Inspection, Compliance and Enforcement  
36 Inglis Place  
Truro, NS B2N 4B4

**Questions?** Call toll-free 855-893-5309 or 902-893-5311(Truro) • Fax: 902-896-2381