

Food Vendor Contract

1. The booth fee will be **\$400.00** to be paid in full by June 2, 2023. Payment must be made in U.S. Currency by postal money order or cashier check. Fees should be made payable to: Monacan Indian Nation. The actual booth fee is \$350.00 with a \$50 refundable deposit if booth area is cleaned prior to leaving the powwow.
2. No food vendor shall be allowed to sell any item that is not listed on this contract/application. Food prices shall not be increased once they are posted.
3. NO bottle water, soft drinks, Gatorade, chips or snack products may be sold.
4. **GREASE SHALL BE DISPOSED OF IN A CONTAINER AND PLACED IN DUMPSTER. NO DUMPING GREASE BEHIND FOOD BOOTH**
5. All food vendors must purchase bagged ice from the Monacan Indian Nation - provided on powwow grounds.
6. The contracted and staff hereby agree to hold the Monacan Indian Nation harmless from and against any loss, liability, damage or claim, including reasonable Attorney fees caused by or arising out of the service hereunder.
7. Food Handling gloves are MANDATORY, and you must have a hand washing station.
8. **(NO EXCEPTIONS) Return completed vendor application and permit forms with \$150.00 deposit by May 1, 2023.**
9. State of Virginia food service guidelines are enclosed also for your information. Booths may be inspected by the guidelines.
10. Absolutely NO Alcoholic Products.
11. **Booths must be set up by Friday evening.**

All food booths will receive 4 bands for their staff for the weekend.

We ask that you do not sell hotdogs - as this is a fundraiser for the Monacan Indian Nation.

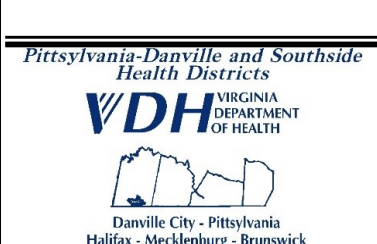

☺ Thank You
Please Print

Name:		
Address:		
City:	State:	Zip:
Phone:	Email:	
Tribal Affiliation:		
Signature:		
Food Allergies or Requirements:		

Please return contract to: Monacan Indian Nation- Powwow
PO Box 1136, Monroe VA 24572

Contract Information: Email: MINCulturalFoundation@gmail.com

TEMPORARY FOOD VENDOR PERMIT APPLICATION

	<p>A COMPLETED APPLICATION AND ANY APPLICABLE APPLICATION FEE(S) MUST BE RECEIVED BY THE HEALTH DEPARTMENT AT LEAST TEN (10) CALENDAR DAYS PRIOR TO THE EVENT. Please return to the office where the event will take place.</p> <p>A event coordinators packet will need to have been submitted to allow for permit issuance.</p>	
<input type="checkbox"/> \$40.00	Temporary Food Establishment Application Fee	
<input type="checkbox"/> \$0.00	Temporary Food Establishment application fee for churches; fraternal, school and social organizations; and volunteer fire departments and resource squads that are exempt under §35.1-25 and §35.1-26 of the Code of Virginia. <u>(Provide a copy of your exemption letter)</u>	
<input type="checkbox"/> \$0.00	Applicant with documentation of paying a Temporary Food Establishment Fee in the current calendar year. <u>(Provide a copy of the receipt for the temporary fee payment)</u>	
<input type="checkbox"/> \$0.00	Individual resident _____ locality participating in only one (1) temporary event per calendar year which is located in _____.	

Hot holding

Event Information (must be completed to process the application)	
Event Name: _____	
Event Coordinator/Phone Number/Email Address: _____	
Event Location Address: _____	
Dates of Event: _____ To _____ Rain Dates: equi _____ To _____	
Vendor Information	
Vendor Business Name (include any trade, fictitious or "doing business as" names): _____	
Name of Owner/contact for event: _____	
Vendor Address: _____	
Vendor Phone Number/Email Address: _____	
Certified Manger Certificate number and expiration date (REQUIRED): _____ (please attach certificate)	
Set-up Date: _____ Time: _____	
Date(s) of Operation: _____	
For Office Use Only	Approved by:
Signature:	Date:
Brunswick County Health Department 1632 Lawrenceville Plank Road, Lawrenceville, Virginia 23868 Phone: 434-848-2525 Fax: 434-848-2235	Mecklenburg County Health Department 969 Madison Street, Boydton, Virginia 23917 Phone: 434-738-6815 Fax: 434-738-6295
Danville City Health Department 326 Taylor Drive, Danville Virginia 24541 Phone: 434-766-9813 or 434-766-9820 or Fax: 434-766-9805	Pittsylvania County Health Department P.O. Drawer 369, Chatham, VA 24531 Phone: (434) 433-3544 Fax: 434-432-7764
Halifax County Health Department P.O. Box 845, Halifax, Virginia 24558 Phone: 434-476-4863 Fax: 434-476-4869	

Food Preparation and Menu

TEMPORARY FOOD VENDOR PERMIT APPLICATION

Only the food items listed below will be approved to serve. Any changes must be approved by the local health department prior to the event. List all foods that will be served. Attach additional pages as needed.

Food Item	Food will be prepared on-site or at an approved off-site location?	Purchased Raw or Cooked?	Transported hot or cold? What type of equipment used to transport?	Type of cold holding equipment used at event? (41°F or below)	Cooking and/or reheating equipment used? Final cook temp?	Hot holding equipment used at event? (135°F or above)
<i>Sausage</i>		<i>Raw, On-site</i>	<i>Cold/on ice</i>	<i>Ice Chest</i>	<i>Grill, 175°F</i>	<i>Steam Table</i>

For food items that will be prepared at a different location than the event location include the name and location of the permitted food establishment. (only complete the section on the right if you are preparing your food in a currently permitted food facility and has been approved by the LHD)

Permitted Food Establishment Name:		Name of Owner/Operator:	
Food Establishment's Physical Address:		Owner/Operator Phone Number:	
Signature of Permit Holder:		Permit Number:	Date:

TEMPORARY FOOD VENDOR PERMIT APPLICATION

Temporary Food Establishment Construction

Overhead Covering	<input type="checkbox"/> Canvas	<input type="checkbox"/> Wood	<input type="checkbox"/> Plastic	<input type="checkbox"/> Other:
Floor:	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Concrete	<input type="checkbox"/> Wood	<input type="checkbox"/> Other:
Walls (if applicable):	<input type="checkbox"/> Screens	<input type="checkbox"/> Concrete	<input type="checkbox"/> Wood	<input type="checkbox"/> Other:
Water Source <input type="checkbox"/> Permitted Waterworks/ Municipal Supply <input type="checkbox"/> Private Well		Wastewater Disposal (provided by): <input type="checkbox"/> Event Coordinator <input type="checkbox"/> TFE Operator		
Food Grade Hose Provided: <input type="checkbox"/> Yes <input type="checkbox"/> No		Disposal Method:		
Utensils and Equipment (check all that apply): <input type="checkbox"/> Single-Serve eating and drinking utensils <input type="checkbox"/> Multi use kitchen utensils		Handwashing Facilities (provided by): <input type="checkbox"/> Event Coordinator <input type="checkbox"/> TFE Operator		
Type of Utensil Washing Setup:		Type of Handwashing Facilities		
<input type="checkbox"/> Three basin setup		<input type="checkbox"/> Self-contained portable unit (with potable water and wastewater holding tanks)		
<input type="checkbox"/> Shared three compartment sink (if pre-approved)		<input type="checkbox"/> Plumbed with hot and cold water under pressure		
<input type="checkbox"/> Three compartment sink within a food establishment		<input type="checkbox"/> Gravity-fed water with spigot/bucket		
Utensil sanitizer to be used: <input type="checkbox"/> Chlorine <input type="checkbox"/> Quaternary Ammonia <input type="checkbox"/> Other: _____		<i>Hand soap, single-use towels, and trash receptacle shall be provided at all handwashing sinks.</i>		
Food Storage or Display Equipment: Identify all holding equipment (hot/cold) that will be used:		Cooking Equipment: Identify all cooking equipment that will be used:		
Toilet Facilities for Food Employees: <input type="checkbox"/> Event Coordinator <input type="checkbox"/> Method (if not provided by the event):		Electrical Supply: <input type="checkbox"/> Refrigeration or Freezer available <input type="checkbox"/> Lighting available		
Food Transportation: Identify how food will be transported to events:		Refuse Removal (provided by): Event <input type="checkbox"/> Coordinator <input type="checkbox"/> TFE Operator (method of removal if not provided)		

I understand that a temporary food establishment permit will not be issued until it is verified that the application and information contain herein meets the Board of Health Food Regulations (Food Regulations) under 12 VAC5-421 et seq., any other pertinent local laws or ordinances, and has been signed and approved by the local health department. I attest to the accuracy of the information provided and agree to comply with the Food Regulations as it pertains to the operation of a temporary food establishment. I agree to allow access to the establishment during hours of operation and other reasonable times.

Applicant Name: _____ Signature: _____

This form contains identifying information subject to disclosure per the Virginia Freedom of Information Act (Virginia Code § 2.2-3700 et seq.)