

APPLICATION FOR TEMPORARY FOOD EVENTS

WILL COUNTY HEALTH DEPARTMENT

323 QUADRANGLE DRIVE
BOLINGBROOK, IL 60440
(630) 679-7030
FAX (630) 679-7031

501 ELLA AVENUE
JOLIET, IL 60433
(815) 727-8490
FAX (815) 740-8147

44 TOWN CENTER
UNIVERSITY PARK, IL 60466
(708) 534-5721
FAX (708) 534-3455

Name of Event _____ Foodservice Operator _____

Location of Event _____ Establishment _____

City, State, Zip _____ Street _____

Sponsor _____ City, State, Zip _____

Contact Person _____ Contact Person _____

Contact Ph# _____ Establishment Ph# _____

Contact Email _____

Dates of Event: _____

Date and Time when ready for Inspection: _____

Menu: _____

All food prepared onsite or at remote location (name and address): _____

I have read the WCHD Technical Release No. 4 regarding Temporary Food Establishments and will comply with the requirements. Signature of Applicant: _____ Date: _____

TEMPORARY EVENT FEE SCHEDULE:

Please consult with WCHD Environmental Health Division to determine your applicable fee

Category	Fee	Fee with Late Fee
Low Risk	\$45	\$55
Medium Risk	\$65	\$75
High Risk	\$100	\$110

Governmental Entities, schools, churches, and non-profit (NFP) groups pay 50% of temporary permit fees however are still subject to the full \$10 late fee. Non-profit organizations will be required to provide proof of their NFP status.

(a \$10 late fee will be charged if vendor has not applied & paid for permit a minimum of 7 days prior to the event)

(All fees paid are not refundable. Make checks payable to the Will County Health Department. Credit Card payments make at www.govpaynow.com and use PLC7078)

FOR OFFICE USE ONLY

DOCUMENT : SR# _____ TODAY'S DATE _____

PERMIT FEE PAID _____ DATE PAID _____ CHECK # _____

RECEIVED BY _____ RECEIPT # RP _____ Credit Card Trans # _____

★ Complete ★
★ Back Page ★

Temporary Food Establishment Booth Construction

Hand Washing: ____ hand sink ____ container with spigot/catch bucket

Cold Food Holding Equipment: ____ Refrigerators ____ Freezers

Hot Food Holding Equipment: ____ Steam Table ____ Oven/Stove/Hot Box
____ Other (_____)

Water Supply: ____ Public ____ Private *(A satisfactory water sample must be obtained prior to permit approval)*

Wastewater Disposal: ____ Sanitary Sewer ____ Mop Basin ____ Holding Tank

Floor Construction: ____ Asphalt ____ Concrete ____ Tarp ____ Tile ____ Wood

Canopy Construction: ____ Tent ____ Wood ____ Trailer

Barriers to Public: ____ Tables ____ Enclosed Trailer ____ Interior Kitchen

Pest Control: ____ Fans ____ Food Covers ____ Screens

Provide a sketch of the basic set-up of your temporary food booth. Include the following:

____ Tables ____ Cooking Equipment ____ Food Holding units

____ Food Prep area ____ Ware Washing Area ____ Hand Washing Area

Food Booth Sketch

