



Vermillion County Health Department

Prevent. Promote. Protect.

Event Organizer Application

The Vermillion County Health Department requests that event organizers submit this application at least 30 days prior to the event, to allow time to ensure that each food vendor has the proper permitting, and understands the sanitary practices to be followed. Home Based Vendors (HBV) from Indiana are allowed to sell without a permit, but must be included on the registration and follow sanitary practices. Retail Food Establishments (RFE) with a permit for their commercial operation will still need a temporary permit to sell off their own property. Mobile food trucks will need a Mobile Food Permit for Vermillion County.

Event Name	
Event Location	
Event Dates	
Hours of food service	
Organizer Name	
Email	
Phone number	
Person in Charge at event (if different)	
Phone number	

Please indicate what services will be provided to vendors by the organizer:

<input type="checkbox"/>	Water Supply	
<input type="checkbox"/>	Wastewater	
<input type="checkbox"/>	Electricity	
<input type="checkbox"/>	Trash	
<input type="checkbox"/>	Restroom facilities	Quantity
<input type="checkbox"/>	Hand washing facilities	Quantity

Please use the following form (or equivalent) to list all food vendors, and attach a site map with corresponding locations and names, to submit with this application.

Vermillion County Health Department

John L. Wheat M.D., Health Officer

700 S. Main Street, Clinton, IN 47842 • 765-832-3622 • Fax: 765-832-3684

Temporary Food Event Guidance

Home Based Vendors (HBV)

- Must provide a copy of Food Handler certificate
- No TCS (time/temperature controlled for safety) foods allowed
- Must follow sanitary procedures when preparing foods
- Must be from Indiana, most states cannot sell across state lines
- Must have hand washing facility if food handling/sampling is taking place
- Products must be properly labeled and contain the following statement: "This product is home produced and processed, and the production area has not been inspected by the State Department of Health. NOT FOR RESALE."

Mobile Food Trucks

- Mobile Food permit required for Vermillion County
- Must have a Certified Food Protection Manager
- Must have hand washing facility
- Must follow sanitary procedures for food handling and sanitization of equipment

Retail Food Establishments (RFE) operating off their own property

- Must have a temporary food permit for vendor booth
- If from outside Vermillion Co, provide copy of home county permit/registration
- Must follow sanitary procedures for food handling and sanitization of equipment
- Must have hand washing facility if food handling/sampling is taking place

Pet Treat Vendors

- Must be licensed by the Office of the State Chemist

Wineries

- No temporary permit required if no ice or food (e.g. fruit garnish) are used
- Temporary permit required if ice or foods used
- Hand washing facility required if ice or foods used