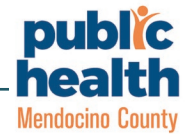




Public Health Department of Mendocino County

Healthy People, Healthy Communities



Environmental Health

Ukiah Office
860 N. Bush St.
Ukiah, CA 95482
Phone: 707-234-6625

Fort Bragg Office
120 W. Fir St.
Fort Bragg, CA 95437
Phone: 707-961-2714

Three or More Events Application Check List

- Submit an [Application for Permit to Operate a Food Facility/Transfer of Ownership/Three or More Event](#), filled out clearly and legibly by business owner with business name, contact and signed by applicant
- Facility type must be identified as Potentially Hazardous or Non-Potentially Hazardous food. Please see page 4 of [Community Event - Temporary Food Vendor Informational Booklet](#) for a list of food items based on their categories.

The following documents must be included with application:

- Menu
- Commissary Agreement (if preparing food offsite)
- Sketch of Booth Layout
- Summary of planned operation. This should include but not limited to:
 - How the business will be run
 - What events the business anticipates attending
 - When and where the business will be purchasing food items
 - What the plan is for leftovers and trash
 - How food items will be transported to and from events

If you have questions, please call our Ukiah office at 707-234-6625, or our Fort Bragg Office at 707-961-2714. You can also email us at enviroh@mendocinocounty.gov

Thank you,

Environmental Health