

**Food truck vendor checklist to be submitted the Orange Health Department:**

1. Temporary Food Event Application and fee (\$60.00) –

**Due to the large number of vendors applications MUST be submitted no less than 21 days (three weeks) before the event!**

2. Menu – describing preparation, hot and cold holding, and cooking.

3. Layout of the truck – (draw in all equipment)

At a minimum - There **must** be a three-bay sink sized to fit all equipment (unless also have approved licensed kitchen), handwash sink, running hot and cold water, commercial mechanical refrigeration, commercial means of hot holding (if needed based on menu), commercial equipment, hot water tank, and a wastewater holding tank.

4. Copy of your QFO/ServSafe certificate.

5. Copy of your current truck food license.

6. Copy of your most recent inspection.

In addition: If you have a licensed kitchen that will be used to store, prepare food, and/or wash dishware/equipment then you must also submit a copy of the restaurant/commissary food license and most recent inspection.

You will need to schedule an appointment for an inspection BEFORE the event only IF your truck has not been previously inspected and approved by the Orange Health Department.

ALL vendors will be inspected on the day of the event prior to starting and permits will be issued to those vendors passing the inspection at that time.

*The Orange Health Department has the right to deny participation on the day of the event if any vendor does not comply with the requirements of the CT Public Health Code. This includes but is not limited to; lack of hot running water under pressure, filth, temperature abuse of any potentially hazardous food, unapproved foods, lack of sanitation, etc...*