



Nevada Day Parade
October 29, 2022
"Carnival on the Comstock"
Vendor Application/Contract



Applicant Name: _____ Day Phone: _____

Business/Organization Name: _____ Eve Phone: _____

Address: _____ Website: _____

City, St Zip: _____ E-mail: _____

Please describe your item(s) in detail. If you sell more than one item, please list in order of preference:

TERMS OF CONTRACT: Full payment is due with return of this form no later than Friday October 1, 2022 to be assigned a location. Applicable insurance documents must be provided with this form. We will no longer accept payment after the event.

- There are no refunds. We reserve the right to assign booth spaces according to a master plan. Vendors are not permitted to relocate their booths or sell outside of their assigned area. Subletting is prohibited.
- All food vendors must complete the attached **"Application for a Temporary Food Permit Permit" from the Carson City Health Department** at 900 E. Long Street, Carson City, NV (775-887-2190). All food vendors must have a **2A-20 BC rated Fire Extinguisher** on site. All Vendors are responsible for NV Sales Tax and required forms. All licenses and permits must be with you at your location on day of the event
- Only those items stated and approved in this application will be allowed to be sold. Prices must be posted in a legible manner. Booths must be properly manned at all times.
- **ALL Vendors** must have proof of Liability Insurance naming Carson City & Nevada Day Inc. as additional Insured,. Applications will not be processed without a copy included in the application. Minimum liability insurance limit shall be \$1-million. **Copy of Insurance shall be provided to Nevada Day Inc. with application and payment.**
- This event will be held outdoors on pavement. Vendors must be completely self-contained. Power, lights, water and garbage services are NOT included. Vendor shall be solely responsible for any and all injuries to persons or damages of property or any other injury, claim, damage or loss of whatever nature, arising directly or indirectly from participation in this event. Vendor shall INDEMNIFY, DEFEND, SAVE AND HOLD HARMLESS Nevada Day Inc, its affiliates, employees, agents and volunteers from and against all liability, loss, damages, claims, costs and expenses (including but not limited to court costs and attorney fees) arising out of injury to person or damages to property or any other injury, claim, damage, claim, loss, cost or expense arising from the Nevada Day Celebration 2022.
- Vendors will receive timely confirmation via phone or email that your application was received and that you are accepted. Notice of booth placement and set-up times will be sent approximately 7 to 10 days before the event.
- All booth locations are a 10'x10' space with no initial electrical setup. Electricity is available for an additional \$35.00 per location.
- Violators of any of the above regulations or of any permit requirements will be asked to immediately cease selling and to leave the area. There will be no exceptions to this stipulation.

I have read, understand and agree to comply with the rules as stated above.

Signed: _____ Date: _____

Food Vendor _____ \$300 Liquor Vendor _____ \$350 Information Booth _____ \$200 Merchandise _____ \$250
 Electrical Setup _____ \$35 Mobile Carts _____ \$150 each

Total Enclosed with form, health permit application & insurance documents if applicable: \$ _____

Mail check or Money Order Payable to: Nevada Day, Inc. PO Box 999 Carson City, NV 89702

Contact The Nevada Day Store 775-882-2600 or via email nevadaday@nevadaday.com

For office use only Payment Type: CASH _____ Check# _____ Credit Card (Last 4 of CC#) _____



Carson City Health & Human Services Environmental Health Program Application for a Temporary Food Permit

FOR OFFICE USE ONLY

Date Paid: _____
 AMT Paid: _____ Late Fee: _____
 Check #: _____
 Receipt Number: _____
 Nonprofit Tax ID#: _____

Please submit a completed application with payment to health department 5 business days prior to event.

1. Event:	Location of Event:
2. Name of Event Coordinator:	Phone:
3. Dates of Participation: _____ Through: _____	Booth Begin Time: _____ Booth End Time: _____
4. Business/Organization/Food Service Represented:	
5. Applicant's Name:	Phone:
6. Applicant's Address:	Fax:
7. Person(s) in Charge at Food Service Site:	
8. Location of Advanced Preparation: _____ Is this location a permitted establishment: <input type="checkbox"/> Yes <input type="checkbox"/> No	

County of event: Carson City

Douglas

Please print. If you need more space use additional paper.

Food Prep Begins:

Food Prep Ends:

FOOD ITEM	*PREP - ON OR OFF SITE	COOKING PROCEDURES	HOLDING HOT OR COLD	SERVING HOT OR COLD

***According to NAC 446.850 subsection 4 No food prepared or stored in a private home may be used, stored, served, offered for sale, sold, given away or offered to the public in a food establishment. This permit is for a temporary food establishment and falls under the above statement. Any food found to be prepared at home will be discarded on site and possible revocation of permit.**

9. Describe: Cold/Hot Holding Equipment:	Cooking/Reheating Equipment:
10. If Food is Transported to the Food Service Site: What is the Length of Time in Transport: _____ How is the Food to be kept Hot or Cold? _____	
11. Stem-Type (0-220 degrees F) food thermometer available? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable REQUIRED	
12. Water Source: _____	Wastewater Disposal: <input type="checkbox"/> Sewer <input type="checkbox"/> Holding Tank
{As a minimum, you need 2 gallons in a container with a spigot, a covered bucket for wastewater, pump soap container and paper towels}	
13. Handwashing Facilities: <input type="checkbox"/> Plumbed Sink <input type="checkbox"/> Gravity Flow Container REQUIRED	
14. Utensil Washing Facilities: <input type="checkbox"/> Plumbed 3-compartment sink <input type="checkbox"/> Adequate supply of clean utensils for daily operation <input type="checkbox"/> Other: _____	
15. Garbage disposal: <input type="checkbox"/> Cans <input type="checkbox"/> Dumpsters	
16. Food Booth Construction: <input type="checkbox"/> Canopy <input type="checkbox"/> Mobile Vehicle <input type="checkbox"/> Concession Trailer <input type="checkbox"/> Other: _____ REQUIRED	
17. To help clarify your location, please include an additional map which can be attached to this document.	

I hereby consent to inspection by the HEALTH DEPARTMENT and acknowledge that issuance and retention of this permit is contingent upon satisfactory compliance with local temporary food service requirements.

Applicant's Signature: _____	Date: _____
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Revised: 3/6/14 Supersedes: 03/21/2013

Carson City Health & Human Services
 Environmental Health Division
 900 E. Long St.
 Carson City, NV 89706
 (775) 887-2190
 (775) 887-2248 fax



Douglas County
 Environmental Health Department
 1594 Esmeralda Ave.
 Minden, NV 89423
 (775) 782-6207
 (775) 887-2248 fax

Food Vending at Temporary Events

NRS 446.870... "It is unlawful for any person to operate a food establishment without a valid permit issued to him by the health authority."

All vendors seeking a temporary health permit must submit an application for a temporary health permit to the Carson City Health & Human Services office at least 5 business days before the date of operation. All fees (listed below) must be paid prior to application review and approval to operate. Late fees will be assessed on all applications received less than 5 working days prior to the event.

Carson City

Event Duration	Event Fee	Late Fee
1 day	\$25.00	\$25.00
2-7 days	\$50.00	\$35.00
8-14 days	\$75.00	\$40.00
Farmer's Market	\$75.00	\$40.00

Non-profit organizations that operate in Carson City, which provide a non-profit tax id# are not charged Event Fees*.
 *Late fees will be assessed on all late applications.

Douglas County

Event	Event Fee
Non-profit	\$25.00
For Profit	\$50.00

Temporary Permits are good for 1-14 days
No business license is required for Douglas Counties.

NOTE: HEALTH INSPECTORS CANNOT COLLECT FEES IN THE FIELD

Complete the entire application including the bottom portion. Incomplete applications will cause a delay in the review process and may prohibit you from operating a temporary food establishment.

After the application is approved, an environmental health inspector will conduct a routine inspection of your temporary food booth at the start of food operations.

If the inspector determines the food booth is in compliance with the temporary food vending requirements, you will be issued a health permit to operate. Post the permit copy in a conspicuous, observable place for the duration of the temporary food operations.

If you have submitted your application on time and been given an approval, you are allowed to operate before receiving an inspection and your copy of the permit. **YOU WILL NOT BE ALLOWED TO OPERATE A TEMPORARY FOOD ESTABLISHMENT** if you do not have a permit for operation and/or your temporary food booth is not in compliance with Carson City or State regulations.

Minimum Requirements for Food Preparation and Handling

1. Food booths must have an overhead structure and an acceptable floor surface approved by the health authority.
2. Foods (including ice) must be from an approved source, i.e., restaurant/grocery store/a source approved by the health authority. **Food prepared in a private residence is strictly prohibited.**
3. Potentially hazardous foods served at a temporary food establishment must be prepared and served in the same day and must not be saved for service on the following day.
4. Minimum cooking temperatures required are as follows:

a. Chicken and Hot Dogs	165 degrees Fahrenheit (°F)
b. Ground Beef:	155 degrees Fahrenheit (°F)
c. Pork:	155 degrees Fahrenheit (°F)
d. All other foods:	145 degrees Fahrenheit (°F)
5. Hot foods must be held at 135°F or greater. Gas or electric hot holding units are preferred.
6. Heating or cooking equipment must be placed in an area inaccessible to the public.
7. All foods that require reheating must be quickly and thoroughly heated to 165 °F within 30 minutes prior to being held or served.
8. Foods that require cold storage must be held at 41°F or below.
9. A metal stem thermometer is **required** at each food booth handling any potentially hazardous foods (i.e. raw meats, hot dogs, chili, potatoes, rice, beans, etc.). The thermometer should have a range of at least 0°F to 220°F and accurate to $\pm 2^\circ\text{F}$.
10. Raw meats or poultry must be stored and prepared so they will not contaminate other foods.
11. A hand wash station is required at each food booth. A minimum of two gallons of water dispensed by a spigot, pump soap, paper towels and a catch basin/bucket (for gray water).
12. Bare hand contact of Ready to Eat foods is prohibited; this can be accomplished through the use of tongs, dispensing utensils, deli paper, or the proper use of disposable gloves.
13. Cloth sanitizing towels used during the event must be stored in sanitizing bucket with proper mix of 100 parts per million (ppm) of chlorine solution. Place approximately one tablespoon of bleach per gallon of water.
14. Food service utensils must be washed, rinsed and sanitized in a three-step approved method or an adequate supply of clean utensils must be available for daily operations.
15. All food and paper products must be stored off the ground.
16. Condiments must be dispensed from a pump or served in single-service packets.
17. Booths that offer food samples must serve individual portions so that contact with food products is minimized (i.e. on individual plates or with toothpicks). **Common bowls are strictly prohibited.**
18. Baked goods must be displayed under a cover or in a display case. Baked goods will be served with tongs or other devices that minimize or eliminate bare hand contact.
19. An ice scoop with a handle must be used to serve ice to customers. The scoop must be stored in an upright position so that the handle does not come into contact with ice. Ice or ice products may not be exposed to sources of contamination.
20. Suitable dispensing utensils, adequate in number, must be used when serving food. Utensils must be stored in the food with the handle of the utensil extended out of the food.
21. Solid waste and garbage must be stored in a leak proof container with tight fitting lids.
22. All liquid waste must be contained and disposed of in the sanitary sewer or other means approved by the Health Authority.

Hand Washing and Other Food Safety Quick Tips

Good personal hygiene is a critical protective measure against food borne illness. In addition, customers frequently judge a food service operation by observing the personnel serving them.

WASH YOUR HANDS FOR AT LEAST 20 SECONDS.

This is usually the length of time it takes to sing "Happy Birthday"

- Before handling any foods
- Before putting on gloves
- After handling raw foods and before handling foods that do not require cooking.
- After using the restroom, smoking, touching your face, hair or contact with body fluids.

ALL PERSONNEL HANDLING FOODS SHOULD BE VISIBLY HEALTHY AND NOT HAVE:

- Colds and/or Coughs
- Diarrhea or Stomach Flu

ALL PERSONNEL SHOULD BE DRESSED APPROPRIATELY FOR SERVING FOOD

- Wear clean clothing and adequate hair restraints
- No jewelry, watches, rings, bracelets, or finger nail polish
- No smoking or eating while handling food or in the food prep area

SANITATION OF YOUR WORK AREA

- Always keep a clean, sanitary work environment
- Frequently clean counter, equipment and all work surfaces with sanitizing solution
- To clean food prep areas: keep wiping cloths in a bucket of clean water with bleach (about 1 tablespoon per gallon of water)
- Keep food serving utensils in a container of bleach solution and change solution frequently

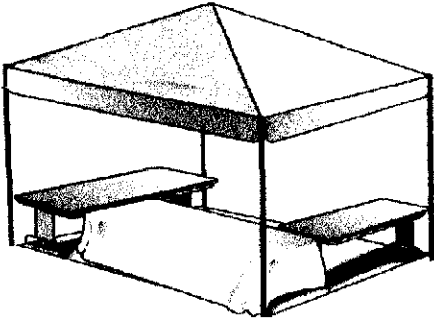
FOOD SAFETY TIPS

- Potentially Hazardous foods are those that support the rapid growth of organisms that cause food borne illness. Such foods include: meats, cut melons, dairy products, gravies, rich, potatoes and beans
- Pre-processed, pre-cooked foods that are ready-to-serve and individually wrapped or sealed, are best for temporary food booths
- Keep all unsealed foods protected from contamination – especially from flies. Keep lids on all serving dishes or saran wrap on all containers without lids

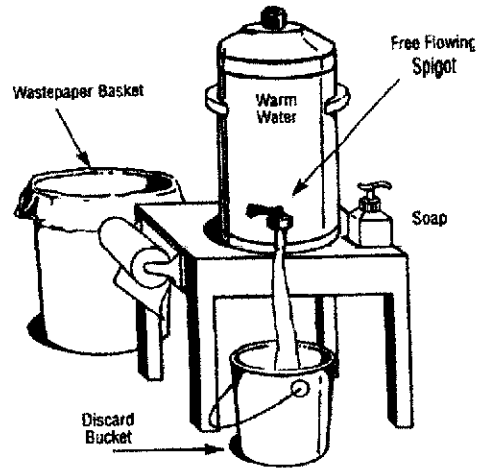
This is only a partial list of the requirements for temporary food establishments and shall not be construed to be exclusive. Contact Carson City Health & Human Services at (775) 887-2190 for more information.

Booth Set-up Diagrams

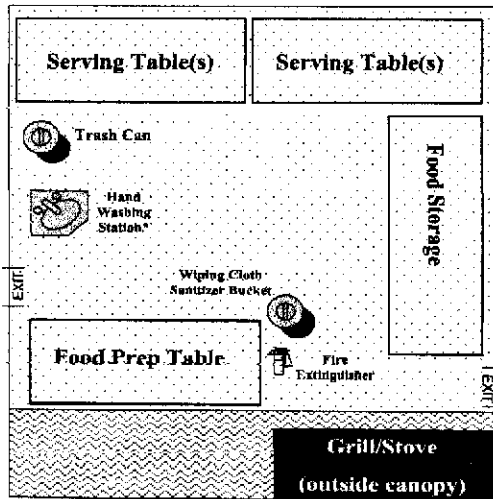
Sample Canopy Set-up



Sample Minimum Hand Wash Set-up



Sample of suggested set up under canopy



Suggested utensil washing set-up

