



**Swap-Meet Organizer Health Permit Application**  
**Sponsors of Food Vendors in Madera County**  
*(Please complete all sides of the Application, Page 1-5)*

**Community and Economic Development**  
 Environmental Health Division  
 200 W. 4<sup>th</sup> Street, Suite 3100  
 Madera CA 93637  
 P: (559) 675-7823  
[envhealth@maderacounty.com](mailto:envhealth@maderacounty.com)

Event #:	Invoice #:	Entered By:	Date:
<b>ORGANIZER INFORMATION</b>			
Name of Organizer: _____			
Business Address: _____		City: _____	ST: ____ Zip: _____
Mailing Address: _____		City: _____	ST: ____ Zip: _____
Phone: (     ) _____			
Name of Main Contact: _____		Title: _____	
Main Contact Phone: (     ) _____		E-mail: _____	
<b>EVENT INFORMATION</b>			
Name of Event: _____			
Event Address: _____		City: _____	ST: ____ Zip: _____
Days of Operation ( <i>select day(s) that apply</i> ): <input type="checkbox"/> Mon <input type="checkbox"/> Tues <input type="checkbox"/> Wed <input type="checkbox"/> Thurs <input type="checkbox"/> Fri <input type="checkbox"/> Sat <input type="checkbox"/> Sun			
Hours of Operation: From: _____ To: _____ Event Start Date: _____ Event End Date: _____			
<b>NUMBER OF FOOD VENDORS</b>			
_____ Produce/Prepackaged non-Potentially Hazardous Food    _____ Mobile Food Facilities    _____ Cottage Food Operation			

**California Health and Safety Code (CalCode)**

**114335. (a)** Temporary food facilities that operate at a swap meet are **limited to only prepackaged non-potentially hazardous food and whole uncut produce** and shall meet the applicable requirements in Chapter 1 (commencing with §113700) to Chapter 8 (commencing with §114250), inclusive, Chapter 12.6 (commencing with §114377), and Chapter 13 (commencing with §114380), unless specifically exempted from any of these provisions.

**114381.1.** In addition to the permit issued to each food facility participating in a community event or swap meet, a permit shall be obtained by the person or organization responsible for facilities that are shared by two or more food facilities. (a) The permit application and site plan shall be submitted to the enforcement agency **at least two weeks prior to operation of any food facility.** (b) The site plan shall show the proposed locations of the food facilities, restrooms, refuse containers, potable water supply faucets, wastewater disposal facilities, and all shared warewashing and handwashing facilities.

An Organizer/Sponsor Permit and Food Vendor Permits are required for each event (§114381). An Organizer/Sponsor application packet and fees must be completed and submitted to this office by the event organizer **at least two weeks prior to the event.** The Organizer/Sponsor is responsible for ensuring all Food Vendors have obtained an operating permit issued by this Division prior to the operation at the event (§114381.1). Failure to obtain a health permit may be subject to a penalty not to exceed three times the cost of the permit fee (§114387).

***I declare that, to the best of my knowledge, the information that I have provided is true and accurate. I also agree to conform to all conditions, orders, and directions issued pursuant to the California Health and Safety Code and all applicable local ordinances. I understand that for any changes to the event's operation and activity, I must contact the Madera County Environmental Health Division for approval.***

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Name (*print*): \_\_\_\_\_ Title: \_\_\_\_\_

# Swap-Meet Organizer Health Permit Application

Sponsors of Food Vendors in Madera County

*Attach additional pages if needed*

Food Vendor(s) Information			Type of Food Operation			Swap-Meet Assigned Booth Number
Business Name	Operator Name	Contact Number(s)	Mobile Food Facility	Produce/Prepackaged Non-PHF	Cottage Food Operator	
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
18.						
19.						
20.						
21.						

**Swap-Meet Organizer Health Permit Application**  
**Sponsors of Food Vendors in Madera County**

<b>Potable Water Supply Faucets</b>
<p>Are there potable water supply faucets available on site for food vendor use:</p> <p><input type="checkbox"/> YES Total number of potable water supply faucets onsite (identify on site plan): _____</p> <p><input type="checkbox"/> NO Explain: _____</p>
<b>Wastewater Disposal Facilities</b>
<p>Is there a wastewater disposal facility available on site for food vendor use:</p> <p><input type="checkbox"/> YES Type of disposal method (e.g. bladder tank or sewer connection): _____</p> <p><input type="checkbox"/> NO Explain: _____</p>
<b>Refuse Containers and Disposal</b>
<p>Are refuse containers provided on site for food vendor or consumer use (identify on site plan):</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO Explain: _____</p> <p>Is there a central refuse collection site (identify on site plan):</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO Explain: _____</p> <p>Party responsible for refuse disposal: <input type="checkbox"/> Organizer <input type="checkbox"/> Vendor</p> <p>Frequency of refuse disposal: _____</p>
<b>Toilet Facilities</b>
<p><b>A minimum of one toilet for every 15 food handlers is required and must be provided with handwashing stations with hot and cold water and attached single use soap &amp; towels dispensers.</b></p> <p>Number of toilets available on site: FIXED _____ PORTABLE _____</p> <p>Number of handwashing stations: FIXED _____ PORTABLE _____</p> <p><b>Toilet Facilities are required to be within 200 feet of each food vendor.</b></p> <p>Identify the location of all toilet facilities and handwashing stations on the site plan to verify compliance.</p>
<b>Lighting and Electrical</b>
<p>Will the event be held during night time hours:</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Are electrical connections available for Mobile Food Facility use:</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p>
<b>Approvals</b>
<p><b>Sponsors shall obtain all required local City/County permits and approvals.</b>  <i>(e.g., Business License, Fire Department, Street use and Insurance Carrier)</i></p>

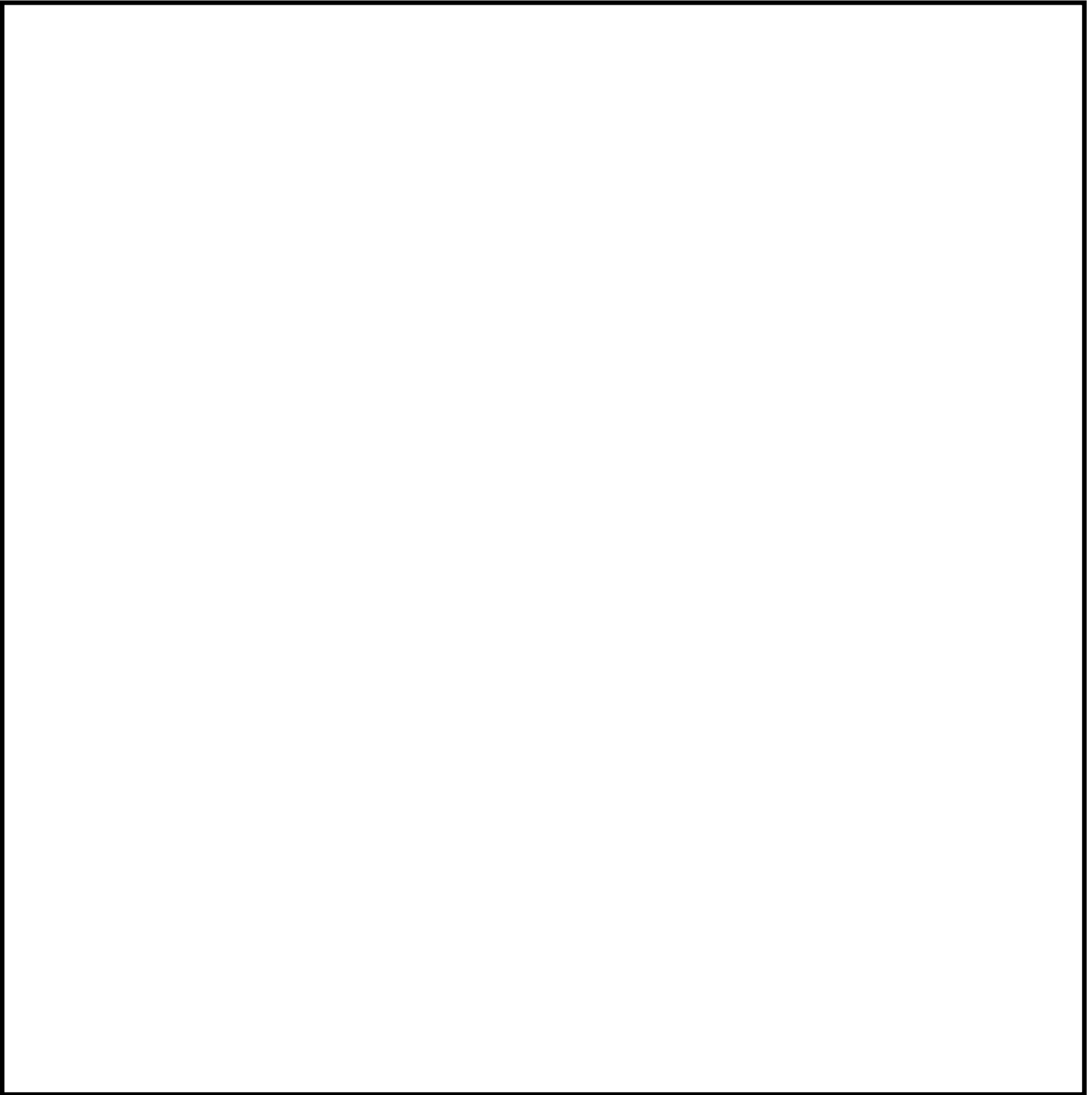


# Swap-Meet Organizer Health Permit Application

Sponsors of Food Vendors in Madera County

## Swap-Meet Site Plan

Draw on the space provided below or attach a separate plan. Indicate **North** direction represented by an arrow.



# SAMPLE - SITE PLAN

