

Pomperaug District Department of Health

Playhouse Corner • 77 Main Street North, Suite 205 • Southbury, Connecticut 06488

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Event Organizer Form - Application for Fairs, Festivals, Carnivals or Other Public Gatherings

Name of Event _____

Location of Event _____

Date(s) & Time _____

Person in Charge _____

Address _____

Daytime Phone _____

Email _____

- Please provide a list of all food service vendors / booths. Each vendor / booth must apply for a temporary food service license. Include contact information.
- Please provide a map / diagram showing the location of all vendor booths, special attractions, toilet facilities, handwashing facilities.

Will there be a petting zoo or animals displayed? Yes No

Please note there may be special requirements for animals.

Will there be camping on site? Yes No *There may be special requirements for camping.*

Will electricity be provided to the food vendors? Yes No

Water Supply

Will water be provided for the food booths / vendors? Yes No For public consumption? Yes No

Type of water source: Public Water Private Well*

** Private wells – must submit a laboratory analysis for bacteria current to within 3 months of the event*

Handwashing facilities must be provided. Describe handwashing facilities: _____

Toilet Facilities

Type of toilet facilities: Rest Rooms Portable toilets*

** Portable toilets – 1 portable toilet for every 200 females and 1 portable toilet for every 300 males is recommended. Portable toilets for food service workers must have handwashing facilities and whenever possible, shall be separate from toilets for general use.*

Please note that depending upon the event, there may be other requirements for the following issues: water supply/drinking water; garbage collection/disposal; drainage; sleeping areas; shower facilities; insect and noxious weed control; first aid/medical facilities; maintenance of portable toilet facilities; swimming areas; and any other matter that may be appropriate for security of life and health

Please be advised that other town agencies may have separate requirements.

Signature _____ Date _____

APPLICATION MUST BE SUBMITTED NO LATER THAN 30 BUSINESS DAYS PRIOR TO THE EVENT