



Elkhart County Health Department

TEMPORARY FOOD LICENSE AND INSPECTION REQUEST

Elkhart County Health Department
4230 Elkhart Road, Goshen, IN 46526

Phone: 574-971-4600

Fax: 574-971-4599

All food Establishments must comply with 410 IAC 7-24 and Elkhart County Food Ordinance 2005-322. THIS REQUEST MUST BE SUBMITTED TO THIS DEPARTMENT 30 DAYS PRIOR TO THE INTENDED DATE OF OPERATION.

EACH QUESTION MUST BE ANSWERED IN ORDER FOR THIS REQUEST TO BE PROCESSED.

APPLICANT INFORMATION

Date of Request: _____

Owner Name: _____

Establishment Name: _____

Mailing Address: _____

(Street)

(City)

(State)

(Zip Code)

Telephone: _____

Email: _____

Contact Person: _____

EVENT INFORMATION

Name of Event: _____ Date(s) of Event: _____

Exact Location of Event: _____

(Street)

(City)

(Zip Code)

Total # of Days of Operation: _____ Time of Event: _____ Hours of Operation: _____

Time food preparation will begin (Inspection and licensing must occur before this time): _____

Inspection Request Date: _____ Time: _____

ELKHART COUNTY IS LOCATED IN THE EASTERN TIME ZONE AND OBSERVES DAYLIGHT SAVINGS TIME

FACILITY INFORMATION

Type of Structure: Trailer Tent Inside Building Other: _____

Type of Water Source: Tank Hose from Approved Source Other: _____

Type of Power Source: Will plug into direct source Generator Other: _____

Describe wastewater holding and disposal method: _____

Will you be preparing food on site or only heating/holding and serving foods that have been previously prepared off site? _____

IF PRE-MADE FOODS ARE NOT FROM COMMERCIAL FOOD SUPPLIERS YOU MUST SUPPLY A COPY OF THE FOOD SERVICE LICENSE FROM THE FACILITY WHERE THE FOODS ARE PREPARED.

List your food suppliers _____

Name of Certified Food Manager: _____ Certification # _____

Please List ALL foods and beverages to be prepared, sold and served:

Licensing fees are graduated in a three (3) tiered scale: 1)1-2 days, 2) 3-7 days, and 3) 8-14 days at a single location in conjunction with a single event or celebration. Please refer to the Elkhart County Fee Ordinance for the current fee amounts. Temporary food establishment license fees must be paid by cash or check payable to **Elkhart County Treasurer** **at time of inspection**. Inspectors do not carry change. **DO NOT SEND PAYMENTS BEFORE THE EVENT**

The undersigned is requesting a temporary license to operate a temporary food service establishment pursuant to ISDH Retail Food Establishment Sanitation Requirements in 410-IAC 7-24 and Elkhart County Ordinance 2005-322 Submitting this application does not guarantee a license will be issued.

Printed Name: _____

Signature: _____

Date: _____

Requests may be turned into our office, mailed, faxed (574-971-4599) or emailed to envhealth@elkhartcounty.com

Revised May 2022