

Non-profit
Include copy of 501c.3



OFFICE USE ONLY
 Late Fee - \$50

Working to Promote Health and Prevent Disease

195 West 14th Street
 Rifle, CO 81650

2014 Blake Avenue
 Glenwood Springs, CO 81601

P 970.625.5200 Ext. 8130

consumerprotection@garfield-county.com

Garfield County Event Coordinator Plan Review

Please submit this application to Garfield County Public Health **at least 30 days prior** to the event. Incomplete plans will not be accepted. Plans submitted late (less than 30 days prior to event) may not be approved due to time and will incur a \$50 late fee if approved. Submission of application does not guarantee approval.

Please complete the following information:	
Event Name:	Location of Event:
Date(s) of Event:	
Time(s) of Event:	
Time vendors are required to be set up:	
Expected attendance:	Number of food vendors:
Event coordinator name:	Phone:
E-mail:	
Contact person and phone during the event (if different from above):	

Please check which of following will be provided:

Vendor services

- Vendors have access to potable water tap(s) on site
- Vendors must bring their own potable water
- There will be wastewater collection available on site (wastewater may contain grease)
- Vendors are expected to dispose of their own wastewater
- Vendors have access to electricity on site
- Vendors may bring their own generators
- Ice will be available on site

Hygiene Facilities

- Toilets in permanently plumbed public restrooms. How many? _____
- Portable toilets. How many? _____
- Handwashing sinks in permanently plumbed public restrooms. How many? _____

- Portable handwashing stations. How many? _____

Other

- Petting zoo
- Alcohol will be served at my event -
Person coordinating alcohol service: _____
- A carnival will be present at my event
Person coordinating if carnival is providing food: _____

Please submit a map of the event site that includes the location the anything that was checked in the section above, trash can/dumpster location(s), food booths, and at least one point of reference, such as a road.



