

Fulton County Department of Health and Wellness
Environmental Health Services Division
Central District Office
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SPECIAL EVENTS ORGANIZER INFORMATION PACKET

PACKET CONTENTS

- Application For Permit To Operate A Special Food Service
- Fee Schedule
- Booth Design Grid

CONTACTS

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SPECIAL EVENT FOOD VENDORS BASIC REQUIREMENTS

Fulton County Department of Health and Wellness
Environmental Health Services Division

- Each food vendor must provide signage with name of booth for identification.
- Each food vendor must have approved hand washing station, which will be a container with free flowing water faucet.
- Each food vendor must have a stem thermometer for taking hot and cold food temperatures.
- Each food vendor booth must have screening on all four sides as long as this does not conflict with codes the fire marshal has to enforce. If there is, then the organizer of the event will need to help in creating a solution. Screening requirements will be as follows:
- No rolled up screening,
 - Screening must be securely attached at top and not attached with shower curtain design.
 - Must be secured at all four corners.
 - Must be attached to with stand normal weather conditions.
 - Screening for doors must over lap side screening.
 - Window openings must be no greater than 24 inches by 24 inches.
 - Screening must be at least 16 mesh to the inch.

The above items must be in place before a special event food permit will be issued.



APPLICATION FOR PERMIT TO OPERATE
A SPECIAL FOOD SERVICE

Fulton County Department of Health and Wellness
Environmental Health Services Division

EVENT INFORMATION
Name:
Address: # Street City State Zip Code
Date(s) of Event:

ORGANIZER INFORMATION
Name:
Address: # Street City State Zip Code
Telephone #: Email:

VENDOR INFORMATION
Name: Name of Booth:
Address: # Street City State Zip Code
Telephone #: Email:

Food(s) to be served:

I, Vendor Name (Print), certify that all information given in this application is true and correct to the best of my knowledge. I further understand and agree to comply with Fulton County Code of Ordinances and Code of Resolutions, Chapter 34, Health and Sanitation, Article V, "Food Service", as the holder of a permit to operate a special food service in Fulton County. If a permit is issued, it is non-transferable and is valid until it is surrendered, suspended, revoked or expired. Preferred Contact Method: Telephone Email Fax

Vendor Signature Certification # Title Date

For EHS use only

Food Risk Type: Low Risk High Risk Establishment Code: Permit#:

Fee Amount: Date of Remittance: Check/M.O.: Receipt:

Permit Issue Date: Permit Expiration Date: District Assignment: Territory:

EHS Staff Date of Issuance

Food Risk Category Factor Summary (Permit Fee)
Low Risk (\$30+ \$15 per day)
High Risk (\$30 +\$30 per day)

Special Event Fee Schedule

Type	Fee Plans	Fee Per Day	Item Number
Special event Organizer Non-Food Permit (1-30 unit)	\$50	\$35	52
Special Event Organizer Non- Food Permit (31+ units)	\$50	\$70	53
Special Event Food Service Permit – Low Risk	\$30	\$15	54
Special Event Food Service Permit – High Risk	\$30	\$30	55
Special Event Non-Food Permit- Charitable Organization	0		56
Special Event Food Permit- Charitable Organization	0		57
Special Food Vendor License	\$100		59