



TEMPORARY FOOD PERMIT APPLICATION  
CITY HALL, 200 SIDNEY BAKER NORTH, KERRVILLE, TEXAS 78028  
Office (830) 258-1173 Fax (830) 896-0517

Application and fee must be submitted at least seven (7) working days prior to the start of the event.

**APPLICATION INFORMATION**

Name of organization: \_\_\_\_\_

Contact person: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone number: \_\_\_\_\_ Alternate phone number: \_\_\_\_\_

Person in charge on-site: \_\_\_\_\_

**EVENT INFORMATION**

Event Name: \_\_\_\_\_

Date(s) of event: \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ Event location: \_\_\_\_\_

**PERSONNEL/EMPLOYEE INFORMATION**

Person(s) preparing food/drink: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Person(s) serving food/drink: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name and contact information of person responsible for trash disposal and liquid waste disposal:  
\_\_\_\_\_  
\_\_\_\_\_

**Please submit details on the following items (additional sheets may be attached):**

List specific menu items, including drinks and condiments. NO FOOD OR BEVERAGE STORED OR PREPARED IN A PRIVATE RESIDENCE MAY BE OFFERED FOR SALE.

Name of food supplier(s): (i.e. name and address of grocery store)

Provide spec sheets or pictures of equipment to be used: (i.e. all equipment to be used for cooking, storing, transporting, preparing and holding food or drink items for temperature control)

Provide sketch showing layout of booth, including all equipment and food prep areas

Will food preparation take place prior to scheduled event? Y\_\_\_\_N\_\_\_\_ If yes, provide the name, address, health permit and last inspection of restaurant.

Provide a copy of Food Manager's Certification: (State approved programs)

If applicable provide a copy of Department of State Health Services RFE Permit / State Manufacturer's Permit

Statement: I certify that the submitted information is correct, and I fully understand that any deviation from the above without prior permission from the Regulatory Authority may nullify the permit. I understand I am subject to inspection at any time during the event. I understand that the permit applied for is subject to revocation if the establishment fails to comply with applicable City ordinances or State laws.

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

Approval of these plans and specifications by this Regulatory Authority does not indicate compliance with any other code, law or regulation that may be required (i.e., federal, state, or local). Furthermore, it does not constitute endorsement or acceptance of the completed establishment (structure or equipment). A preopening inspection of the establishment with equipment in place and operational will be necessary to determine if it complies with the local and state laws governing food service establishments.

Approval: \_\_\_\_\_

\_\_\_\_\_  
Date

Permit Restrictions:

\_\_\_\_\_

Disapproval: \_\_\_\_\_

\_\_\_\_\_  
Date