



Town of Platteville  
400 Grand Avenue Platteville, CO 80651  
(970) 785-2245 ~ (970) 785-2476 Fax  
www.plattevillegov.org

## Harvest Daze Food Vendor Registration

**Vendor Name**

**\$35.00 for Food Vendors**

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**Contact Name**

**Business Name**

**Street Address**

**Mailing Address Line 2**

**City**

**State**

**Zip Code**

**Phone Number**

**Email Address**

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**Description of menu being offered:**

### Colorado Sales Tax Information

**Colorado Sales Tax License**

**Yes, I do have a Colorado Sales Tax License**

**No, I do not have a Colorado Sales Tax License (Contact Town of Platteville)**

**Tax Payer Name**

**Sales Tax ID No.**

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## INDEMNIFICATION AND RELEASE AGREEMENT

- A. In consideration for being permitted to perform the below-described activities, \_\_\_\_\_ [insert name of person performing activities] agrees to indemnify and hold harmless the Town of Platteville, its officers, employees, insurers, and self-insurance pool, from and against all liability, claims, and demands, on account of injury, loss or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with the below-described activities, if such injury, loss, or damage is caused in whole or in part by, or is claimed to be caused in whole or in part by, the act, omission, negligence, or other fault on the part of \_\_\_\_\_ [insert name of person performing activities].
- B. \_\_\_\_\_ [insert name of person performing activities] understands that the below-described activities may involve risks of injury, loss, or damage to \_\_\_\_\_ [insert name of person performing activities], including but not limited to bodily injury, personal injury, sickness, disease, death, and property loss or damage. By signing this agreement, \_\_\_\_\_ [insert name of person performing activities] expressly agrees to assume any and all such risks. In addition, in consideration for being permitting to perform the below-described activities, \_\_\_\_\_ [insert name of person performing activities], hereby expressly exempts and releases the Town of Platteville, its officers, employees, insurers, and self-insurance pool, from and against all liability, claims, demands, on account of injury, loss or damage to \_\_\_\_\_ [insert name of person performing activities] including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, or property loss or damage, that \_\_\_\_\_ [insert name of person performing activities] may incur as a result of being upon the premises of the Town of Platteville, its officers, or its employees, or from any other cause whatsoever.
- C. Description of activities to be performed:  
Sale of Food for Harvest Daze
- D. Period during which activities are to be performed:  
August 19th, 2017 from 10:00am until 6:00pm
- E. All images and recordings of this event produced by the Town of Platteville, shall become the sole property of the Town and may be used, reproduced and distributed in the future as the Town deems appropriate.

Executed this \_\_\_\_ day of \_\_\_\_\_, 2017 by the Town of Platteville and the person whose name and signature appear below.

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Signature of person performing activities

Printed Name

## **Important Event Information**

Booth setup must be completed no later than 10:00am. Gates to access food vendor booth set up will be locked at 10:00am. The gates will not be reopened for food vendors to exit until 5:00pm. Vendors are responsible for setup and tear down of booths. Any vendors who have not paid in full by Monday, July 17th, 2017, will lose their space (no refunds/no rain checks will be given). Vendors must provide all equipment including tent, tables, and electrical generators. A representative from the Town of Platteville will contact you Monday, August 14th, 2017 with booth space information and any additional details. For more information prior to the event, please contact Platteville Town Hall at (970) 785-2245.

### **Town of Platteville Harvest Daze**

**Event Date:** Saturday, August 19th, 2017

**Event Times:** 10:00am to 5:00pm

**Set Up Begins:** 8:00am

**Tear Down Begins:** 5:00pm

**Event Location:** Community Complex- 508 Reynolds Avenue, Platteville (Near Mud Volleyball Pits)

#### **Additional Information Attached:**

Directions to Community Complex

Weld County Temporary Event Vendor Application 2017

## **Directions to Community Complex 508 Reynolds Avenue, Platteville, CO 80651**

### **From US-85 Southbound:**

- Head Southbound on US-85.
- Merge Slight Right onto Main Street/US-85 Business Route. *0.5mi.*
- Turn Right onto Reynolds Avenue. *0.3 mi.*
- Destination will be on the right.

### **From US-85 Northbound:**

- Head Northbound on US-85.
- Turn Left onto Grand Avenue. *0.2 mi.*
- Turn Right (3rd Right) onto Division Blvd. *0.2mi.*
- Turn Left onto Reynolds Avenue. *0.2 mi.*
- Destination will be on the right.

### **From I-25:**

- Take Exit 243 for CO-66 East. *8.2 mi.*
- Turn Left onto Division Blvd. *1.0 mi.*
- Turn Left onto Reynolds Avenue. *0.2 mi.*
- Destination will be on the right.



**WELD COUNTY DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT**  
 1555 North 17th Avenue, Greeley, CO 80631 [www.weldhealth.org](http://www.weldhealth.org)

Environmental Health Services -- Phone: (970)304-6415 -- Fax: (970)304-6411

## Weld County Temporary Event Vendor Application 2017

**PLEASE SUBMIT SIGNED APPLICATION AND REQUIRED DOCUMENTATION TO EVENT COORDINATORS**

<b>Name of Event:</b>	
<b>Date of Event:</b>	
<b>Name of booth:</b>	
<b>Name of owner:</b>	
<b>Phone number of owner:</b>	
<b>Email for owner:</b>	
<b>Mailing address for owner:</b>	
<b>MOBILE ONLY: County where licensed:</b>	
<b>Main menu items (hamburgers, tacos, baked goods):</b>	

**Check one of the following options and include all required documentation with this form**

- Mobile Units licensed in Weld County:**
  - Submit this form
- Mobile Units licensed in another county:**
  - Submit this form
  - Attach a copy of your license
  - Attach a signed commissary agreement
- Non-profits:**
  - Submit this form
  - Attach documentation of non-profit status
- Temporary Events:**
  - Submit this form
  - Temporary Event Vendors must be licensed in Weld County. A single-event license may be purchased for \$100 and a calendar year license may be purchased for \$385. Please complete application and submit payment to WCDPHE 30 days prior to the event. Application for new vendors can be found on our website [www.weldhealth.org](http://www.weldhealth.org) or by contacting WCDPHE.

By signing this form, you understand and agree to abide by the Colorado Retail Food Establishment Rules and Regulations and the guidance attached. If you have questions about the requirements/ limitations of temp event vendors, contact the Weld County Department of Public Health and Environment at (970)304-6415.

Please note: Failure to provide adequate handwashing or temperature control may result in immediate closure.

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Signature of owner/operator

\_\_\_\_\_  
Date

# Temp Event Vendor Expectations

**THIS IS FOR YOUR USE, DO NOT TURN IN TO THE EVENT COORDINATOR!**

## **Before the Event:**

- Approved Commissary?
- Vendor License?
- Have you prepared everything you need for the event (slicing, chopping, peeling, dicing)?
- Is food stored in food grade containers?
- All equipment and utensils are clean and sanitized?
- Extra equipment/utensils have been packed?
- Do you have soap, paper towels, a dispenser (such as coffee urn) for clean water and a 5 gallon-catch bucket for grey water (hand washing station)?
- Trash receptacles?
- Did you pack gloves, tongs, deli tissue?
- Do you have your sanitizer bucket or bottle labeled and mixed correctly?
- Do you have sanitizer test strips?
- Do you have a calibrated thermometer (and/or a thin mass probe thermometer) with a scale of 0 to 220°F?
- Do you have adequate means for cold holding food at 41 degrees F or below (ice coolers)?
- Do you have adequate means for hot holding food at 135 degrees F or above (steam table)?

## **During the Event:**

- Set Up Tables
- Set Up Hand Washing Station with soap and paper towels
- Good Hygienic Practices are followed?
  - Adequate glove changes
  - Adequate hand washing
  - No bare hand contact
  - No eating, drinking or smoking inside the booth
- Soiled and in-use food contact surfaces are being changed out every 4 hours (utensils)?
- Food contact surfaces are being sanitized?
- Sanitizer is at correct concentration?
- Raw food is stored separately from ready-to-eat food?
- Check temperatures of food and take corrective action if necessary:
  - Cold Food (below 41°F)
  - Hot Food (above 135°F)

## **After the Event:**

- Hot held food is discarded or cooled properly at the commissary.
- Waste water is discarded at commissary or approved sewage system onsite.
- Trash discarded at commissary or approved disposal system onsite.
- Soiled equipment and utensils are cleaned and sanitized.