Prior to completing this form, please read the Hampden-Sydney College Food Vendor Application, Contract and Waiver. Please print, complete, and submit this form to the VDH address below.

<table>
<thead>
<tr>
<th>CATERER/VENDOR INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Name</td>
</tr>
<tr>
<td>Business/Trade Name</td>
</tr>
<tr>
<td>Mailing Address</td>
</tr>
<tr>
<td>City</td>
</tr>
<tr>
<td>Phone</td>
</tr>
</tbody>
</table>

Please be sure you include:
- Virginia Department of Health Application for Temporary Restaurant Permit
- Appropriate Department of Health fee. Please make payment to VDOH or a copy of receipt for previous payment. Non-profit organizations, civic groups, and churches are exempt.

Mail this complete packet and the required VDH fee to:

Virginia Department of Health
Attention – Mr. Paul Hill
Hampden-Sydney College Food Vendors
111 South Street, First Floor
Farmville, VA 23901
Virginia Department of Health
Piedmont Health District
111 South Street, First Floor
Farmville, VA 23901
434-392-3984 (Office) 434-392-1038 (Fax)

APPLICATION FOR TEMPORARY RESTAURANT PERMIT

TO BE SUBMITTED AT LEAST 14 DAYS PRIOR TO EVENT
FAILURE TO PROVIDE THE FOLLOWING INFORMATION MAY DELAY THE
PROCESSING OF YOUR APPLICATION.
(PLEASE PRINT OR TYPE)

Date of Application: ______________________
Name of Organization or Individual: ________________________________
Mailing Address: ________________________________________________
Representative: _________________________________________________
Telephone #’s: work_________ home_________ cell_________
Event Name: ___________________________________________________
Event Location: _________________________________________________
Dates of Operation: ________________ Time(s) ___________ to _________
Type of Food Facility: _________________________________________
(Beverage Wagon, Booth, Tent, Kitchen, etc.)

Vendor Fee- $40 per event or $40 for the year must be included with
application.

Churches, fraternal, school & social organizations, volunteer fire departments &
rescue squads are exempt from the vendor fee.

Water Service___________________ Sewage Disposal___________________
Solid Waste Disposal_________________ Liquid Waste Disposal__________
List all food & beverage items below. (Use separate page for additional information)

<table>
<thead>
<tr>
<th>Food/Beverage</th>
<th>Source Address</th>
<th>Where Prepared</th>
<th>Methods of Preparation, Serving &amp; Equipment used</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: Hamburger, Tomatoes &amp; onion</td>
<td>Food Distributor, Local Market</td>
<td>On site</td>
<td>Cooked to 170°F &amp; held in pan on grill. Washed, sliced &amp; held in cooler.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Hand Washing Methods</th>
<th>Condiments How Served</th>
<th>List All Utensils, How Cleaned, Describe Sanitizer</th>
<th>Refrigeration Type</th>
<th>List All Cooking Equipment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: Soap, water, towels</td>
<td>Prepackaged mustard, ketchup, etc</td>
<td>Tongs, spatula, knife, ice scoop, bleach &amp; water sanitizer</td>
<td>Cooler with ice &amp; thermometer</td>
<td>Electric grill, steam table, deep fat fryer, hot plate</td>
</tr>
</tbody>
</table>

Please call us prior to the event to verify the status of your application & notify us of any changes in your application. (example: additional menu items)

CERTIFICATION
I have read the attached instructions, understand them, and will comply with their requirements. I understand that failure to comply may result in a permit not being issued or permit suspension, as per Food Regulations adopted 2009.

Representative’s Signature ____________________________ Date ___________