



Health Department  
 City of East Moline  
 912 16<sup>th</sup> Avenue | East Moline, IL 61244 | 309-752-1510

**2022 Temporary Food and Beverage Application**

A temporary food service license is required for any food establishment operating at a fixed location in conjunction with a single event. License may not exceed five (5) days unless otherwise allowed by the Health Department. Applications for a food service license **must be submitted 10 days prior to event.**

**Event:** \_\_\_\_\_ **Date** \_\_\_\_\_ **To** \_\_\_\_\_

**Vendor Information**

Vendor Name: \_\_\_\_\_

Owner: \_\_\_\_\_

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

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

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Onsite Manager: \_\_\_\_\_ Phone: \_\_\_\_\_

**Food Protection Manager Certification**

Name \_\_\_\_\_ ID# \_\_\_\_\_ Exp: \_\_\_\_\_

Name \_\_\_\_\_ ID# \_\_\_\_\_ Exp: \_\_\_\_\_

**Event Information**

Location: \_\_\_\_\_

Event Organizer \_\_\_\_\_ Phone: \_\_\_\_\_

Email \_\_\_\_\_

Facility Type:  Booth  Mobile  Permanent Building  Pushcart

**Handwashing Facilities**

*Hand soap, single-use towels, and trash receptacle must be provided at all handwashing stations.*

Provided by:  Event Coordinator  Vendor Disposable gloves provided  Yes  No

Type of handwashing facility:

Gravity-fed water with spigot/bucket  Plumbed hot/cold water under pressure

Self-contained portable unit  N/A: only prepackaged foods are sold



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List all food/beverage products that will be prepared, sold and/or given away below:

Menu item(s) attach list if needed	Source of food	All preparation done on site (including, thawing, cutting, seasoning, cooking, etc.) *
Example: <i>Hamburgers</i>	<i>Smith's Market</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

*\*For food items not prepared onsite, please fill out the following and attach current license to this form:*

Establishment Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone \_\_\_\_\_ Date of Preparation \_\_\_\_\_

**Fee Information:**

**Application due no later than ten (10) days prior to event without penalty fee.**

10 days or more prior to event:  Temporary Fee: **\$50.00**

2-9 days before event  **\$75.00**

Less than 2 days before event  **\$100.00**

Applicant Signature \_\_\_\_\_ Date: \_\_\_\_\_

**OFFICE USE ONLY**

Fee submitted \$ \_\_\_\_\_  Cash  Check # \_\_\_\_\_  MO# \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_ Permit # \_\_\_\_\_