

West Coast Invitational

PO Box 95, Fair Oaks, California 95628
916-924-3836 (924-EVENTS) Fax: 916-669-8024
westcoastinvitational@yahoo.com

Vendor Applications

West Coast Invitational 2019

May 11, 2019.

The West Coast Invitational 2019 is the return of one of the region's premier events. Limited to 50 breweries in Miller Park along the Sacramento River. This event is a benefit for the Robla Education Foundation.

Attendance is limited to 2000 this first return year and we expect it to fully sell out. Attendees arrive promptly at 1:00 pm and stay until the event ends at 5:00 pm. **Electricity will *not* be available and vendors are encouraged to bring QUIET personal generators.**

We will do our best to ensure no duplicative vendors.

Application Deadline: April 30, 2019 at 5pm.

More information is available at WestCoastInvitational.beer

Vendor Application

Booth Information...

(Size is based on TOTAL space used, not just tent size. NO EXCEPTIONS).

Booth Fees:	FOOD:	10 x 10 ____ \$600	10 x 20 ____ \$750	10 x 30 ____ \$900
	CRAFT	10 x 10 ____ \$200	10 x 20 ____ \$300	

Other Fees: Above Food Vendor Fees do not include health permit fees or fines, if applicable. Food Vendor will be responsible for all Sacramento County Health Permit fees or fines received on site during the event. NOTE: *If your booth has ANYTHING to do with food, Sacramento County will consider you a Food booth.*

Food Vendor Late Fee

(\$149 if your application is received after the deadline).

\$149

Vendor Information

Have you participated in one of our events before? YES NO

If so, which one? _____

Bus/Group Name _____

Type of Group _____

Contact Person _____

Mailing Address _____

City, State, Zip _____

Email (REQUIRED) _____

Phone: Day: _____ Cell: _____

CA Resale# _____

Non-Profit Group # (if applicable) _____

Number of workers at your booth: _____

Do you have a Sac County Multi-Event Environmental Health Permit ? Yes No

Describe what you will be selling (food vendors list menu here)

**Be sure to include photo of your booth.*

1. Full payment is required by the application deadline for your application to be considered.
2. Please read the guidelines and the acknowledgement below and SIGN your application.
3. **Mail your application & payment to Matsonian Group, PO Box 95, Fair Oaks, CA 95628**

Special Event Acknowledgement of Understanding

I have read and understand the Vendor Guidelines in this packet. I understand that this is only an application to participate, not an acceptance into an event(s). I agree to abide by the general guidelines in this application and understand that if I am accepted into any of the above events, I will receive specific guidelines set for each event and will abide by the official rules of each event I am accepted into.

Vendor Signature _____ Date _____

Payment Information

Booth Space Total	_____
Other Fee Total	_____
Total Amount Enclosed	_____

Make Checks Payable to **Matsonian Group**

Matsonian Group....

General Application Guidelines

1. This application does not guarantee acceptance into an event. Vendors are requested to submit photos of your items and booth.
2. Once you are accepted into an event, you will receive a confirmation via email. Within two weeks of the event you will receive the specific guidelines for the event.
3. Extensive marketing is done for all events, however we cannot guarantee exact attendance, or that you will generate profits by participating. Refunds will not be awarded due to inclement weather, attendance, or sales. All events are held rain or shine.
4. Vendors must supply their own materials, decorations, tables, chairs, canopies, etc. All must fit within the booth size paid for.
5. **Booth measurements must include** wires, barbecue grills, trailers with extensions, tables and chairs, etc. Therefore your booth size should accurately reflect the total space you use, all-inclusive. Booth may not overflow into visitor walking aisles.
6. Applications must be received by the application deadline to avoid late fees.
7. Your application must be complete in order to be considered for an event. Incomplete applications will be rejected. Please see the Vendor Requirements Checklist to make sure your application is complete.
8. Any fines incurred by the event coordinator, as a result of a vendors non-compliance with Fire and Health codes will be paid by the vendor on the day of the event.
9. All food vendors are expected to have current and valid Sacramento County Multi-Event Permits. If you do not have an ME Permit, indicate so and we will secure a one day permit for you, however you will be responsible for paying for the additional fees for this permit.
10. Booth closures (resulting for any reason), will result in loss of fees paid, and possible non acceptance in future events. Participation in prior events does not guarantee participation in this year's event.
11. No electricity is provided at this event. Vendors are encouraged to bring their own generators. **Generators must have a low noise level.**
12. **Reminder:** Food Vendor will be responsible for all Sacramento County Health Permit fees or fines received on site during the event.

Please sign to acknowledge you have read the above terms and conditions.

Vendor Signature _____ **Date** _____

FOOD VENDORS ONLY....



Temporary Food Facility (TFF) Operator's Packet



COMMUNITY EVENT ORGANIZER MUST DISTRIBUTE ONE PACKET TO EACH TFF (FOOD BOOTH) OPERATOR FOR COMPLETION. ORGANIZER MUST SUBMIT REQUIRED PAPERWORK AT LEAST TWO WEEKS PRIOR TO THE EVENT TO AVOID LATE FEES.

TFF Operator Checklist:

- Complete Temporary Food Facility Information Sheet, and return it to your Event Organizer at least three weeks prior to the event.
- Complete TFF Menu Sheet, and return it to your Event Organizer at least three weeks prior to the event.
- Read and comply with the attached Temporary Food Facility Operating Requirements.
- Complete the attached Self-Inspection Checklist prior to selling food, and maintain it in your booth during your event.

Note: For TFF operators who participate in several community events a year, annual permits (Multi-Event permit) are available. For more information, please call (916) 875-8440 to request an application packet.

TEMPORARY FOOD FACILITY (TFF) INFORMATION SHEET

Name of Event _____

Location of Event _____ Date(s) of Event _____

Name of Food Booth (TFF) _____

TFF Person in Charge (PIC) _____ Phone _____ 2nd Phone _____

Contact Phone for day of event _____

Event Organizer _____ Phone _____

Approximate number of meals to be served _____ Number of workers _____

If event is longer than one day:

- Where will utensils be washed? (example: restaurant, church, on-site) _____
- Where will the extra food be stored at the end of the day? _____

IMPORTANT NOTES

1. Contact your local fire jurisdiction regarding applicable fire code requirements for use of cooking equipment. A list of phone numbers has been provided on page 17 of this packet.
2. Complete the "TFF Self-Inspection Checklist" before beginning to operate and keep it available for inspector review. (See pages 4-5 of packet)

Complete the following questions:
1. What is the final cooking temperature for chicken?
2. Do you need to set up a hand-wash station in your booth?
3. What do you need to bring to set up a hand-wash station?
4. Do you need to set up a warewash station? What do you need to bring to set up a ware-wash station?
5. At what temperature should cold foods be kept?
6. At what temperature should hot foods be kept?
7. Is it ok to make food at home prior to the event for serving from your food booth?

Initial

_____ I have received a copy of the "Temporary Food Facility Operating Requirements" including the Self-Inspection Checklist, and agree to follow these requirements.

_____ I have included a site plan that indicates the proposed layout of equipment, food preparation tables, food storage, warewashing, and handwashing in my TFF.

_____ I have attached a completed TFF menu sheet.

Signature
e

Date

Title/Position

Environmental Management Department • 10590 Armstrong Avenue, ste B, Mather, CA 95655 • PH: (916) 875-8440 Fax: (916) 875-8513
www.emd.sacounty.net

TFF MENU SHEET

List all food and beverage items (e.g., tacos, tortillas, shredded chicken, salsa, lemonade, etc.).	If food is prepared off site, give the location name, address, & phone number of place (foods may not be stored or prepared at home).	How will food be prepared (e.g., BBQ, deep-fry, grill, etc.)?	What type of insulated container will be used to transport potentially hazardous foods to keep them above 135°F or below 41°F?	Type of food holding units in booth (e.g., ice chest, freezer, chafing dishes, crock pot, etc.). Note: Use of BBQ grill to hold food is strictly prohibited.	How will the food be handled and dispensed? (tongs, ladle, etc.)
1.					
2.					
3.					
4.					
5.					

OFFICIAL USE ONLY

**COUNTY OF SACRAMENTO
ENVIRONMENTAL MANAGEMENT DEPARTMENT
ENVIRONMENTAL HEALTH DIVISION
10590 Armstrong Ave, Ste B, Mather, CA 95655 PHONE (916) 875-8440 FAX: (916) 875-8513**

**TEMPORARY FOOD FACILITY (TFF) SELF-INSPECTION CHECKLIST
(TO BE COMPLETED WHEN SETTING UP ON THE DAY OF THE EVENT)**

CHECK LIST REQUIREMENTS	COMPLIANCE		REMARKS
	YES	NO	
1. WALLS/CEILING			
Constructed of wood, canvas, plastic or similar material.			
2. FLOOR MATERIALS			
Floors smooth and cleanable (No rice hull, shavings, sawdust, grass, or gravel allowed.)			
3. BUSINESS IDENTIFIER (SIGNS)			
A. To be posted on or adjacent to booth.			
B. To include name of facility, city, state and zip code.			
4. FLY CONTROL (FOOD PREPARATION FACILITY ONLY)			
A. All doors and openings fly proof – closable or screened.			
B. If pass out window used, maximum 216 square inch opening and closable with tight fitting closure.			
5. FOOD STORAGE			
All foods stored at least 6 inches off floor.			
6. FOOD PROTECTION			
A. Displayed foods covered or protected with a sneeze guard, condiments in approved containers.			
B. Equipment in good repair – free of corrosion, cracks, chips, etc.			
C. Food storage/dispensing methods approved.			
7. FOOD CONTACT SURFACES			
A. Non-toxic, smooth, easily cleanable, non-absorbent.			
B. Sanitizer bucket for wiping cloths available			
8. HANDWASHING/WAREWASHING FACILITIES			
A. Handwashing <u>within the facility</u> : minimum 5-gallon insulated water container with <i>hands free</i> valve, waste water catch basin, pump soap/paper towels.			
B. Warewashing <u>within the facility</u> – minimum three 5 gallon containers for cleaning.			

	(1)	Wash with clean, soapy warm water.			
	(2)	Rinse with warm water			
	(3)	Sanitize at proper concentration.			
	(4)	Provide sanitizer test strips.			
	(5)	For TFF events lasting longer than 3 days, additional requirements may be required. Contact EHD regarding these requirements.			
9.	EMPLOYEE HYGIENE				
	A.	Employees in good health.			
	B.	Clean hands and clothing. Hair restrained			
	C.	Smoking prohibited in facility.			

	CHECK LIST REQUIREMENTS	COMPLIES		REMARKS
		YES	NO	

10 FOOD TEMPERATURE CONTROL

- A. Hot foods held at 135° F or above.
- B. Cold foods held at 41° F or below.
- C. Adequate amount of equipment provided to hold 'hot' and 'cold' foods.
- D. Thermometer provided for perishable food refrigerators.
- E. Metal probe thermometer for checking temperature of foods.

11 ICE AND ICE CONTAINERS

- A. Ice kept clean and free of contamination.
- B. Water proof container used; kept covered.
- C. Ice used for refrigeration not used for consumption.

12 FOODS PREPARED AT OTHER FACILITIES

- A. Facility approved by EHD.
- B. No foods may be prepared or brought from home.

13 TRANSPORTATION OF PREPARED FOODS

- A. Containers dustproof, protected from potential contaminants.
- B. Containers keep hot foods 135° F or above.

C. Containers keep cold foods 41° F or below.

14 LIQUID WASTE

Waste water from sinks & other equipment drained to sewer, or other method approved by EHD.

15 TYPE WATER SUPPLY

A. **Potable** water supply.

16 TOILET AND HANDWASHING FACILITIES

- A. Provided with warm-(where available) & cold running water, pump soap, paper towels & toilet paper.
- B. Facilities located within 200 feet (one toilet per 15 employees.).

17 REFUSE STORAGE AND REMOVAL

- A. Garbage cans or refuse bins provided.
- B. Adequate refuse removal.

18 MISCELLANEOUS

No live animals permitted in or within 20 feet of TFF.

19 OPEN AIR BARBECUE

- A. Adjacent to approved TFF.
- C. Separated from public access by rope or other approved methods to prevent contamination and injury to the public
- D. Protected from dust and debris
- E. Barbecue not used as hot holding unit for cooked foods.
- F. No other foods prepared outdoors, except food barbecued on BBQ. (i.e. No flat grill or pots on barbecue)

Inspection conducted by: _____

Date: _____

→ IMPORTANT ←

Inspection Be ready for **inspection** by the scheduled set up time:

Ice*

If you are using ice for cold holding, have coolers filled with enough **ice** to keep cold foods at 41° or below.

Thermometer*

Have **probe thermometer** (0-220°F) readily available

Hot holding*

Have **hot holding units** set up – hold hot food at or above 135°F

Handwash* station

Have **handwash station** ready

- An insulated 5-gallon container of warm water with spigot that allows hands to be free for washing
- Pump soap
- Paper towels
- Waste water bucket

Warewash* station

Have **warewash station** set up with warm water and soap in one bucket, warm water for rinse in second bucket and warm water and bleach in the third bucket

Wastewater

Dump the **wastewater** at

Screening*

Screening around food tents is required if conducting food preparation. Screening may be required on all booths if environmental conditions pose risk of contamination (dust, flies, etc.)

Reinspection

All **reinspections** will be charged a fee and may be collected by the organizer the same day

*Subject to reinspection and/or closure if not available at time of inspection

TEMPORARY FOOD FACILITY (TFF) OPERATING REQUIREMENTS

Please Note: These requirements have been established to be consistent with state and local health code requirements and are intended to assist you in providing safe and wholesome food to the public and preventing foodborne illnesses.

All food vendors, TFF operators, employees, and volunteers **MUST** comply with the following requirements during preparation and during all hours of operation. All TFF's are subject to

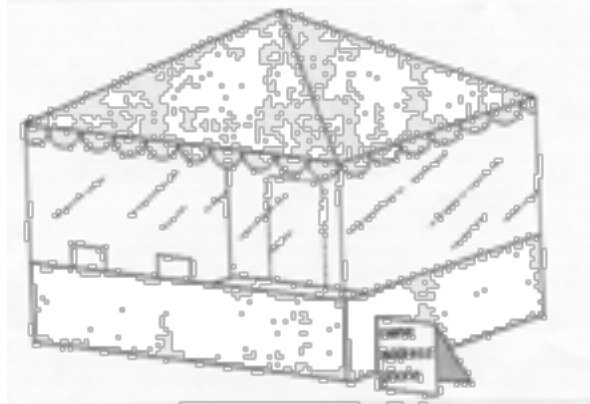
inspection by the Environmental Management Department (EMD). Failure to comply with these operating requirements may result in TFF closure until violations are corrected.

1. **BOOTH/TENT REQUIREMENTS**

Booth Must be Fully Enclosed – If the TFF is handling any open foods (non-prepackaged foods), a fully-enclosed booth with an overhead canopy and screened sides is required. All open food items must be handled inside the fully enclosed booth. If operating after dusk, lighting is required.

Exception #1: *If the TFF is selling only prepackaged food items or whole produce, a fully-enclosed booth is not required, but an overhead canopy is required. (Examples: bottled water/ sodas, prepackaged cookies, candies etc.)*

Exception #2: *A food compartment can be used instead of a fully-enclosed booth if the facility does only limited food preparation. (Examples: Hot dogs, popcorn, churros, espresso drinks, sno-cones, wrapped tamales, etc.)*



Food Booth Structure - The TFF booth shall be designed to protect the food and beverages from contamination. The booth must be entirely enclosed with four complete sides, a top, and a cleanable floor. Construction materials such as plywood, canvas, plastic, and fine-mesh fly screening (at least 16 mesh/sq. inch) may be used. Rental booths constructed, as noted below, may be used when approved by EMD.

- A floor is required for a booth operating on grass or dirt. The floor must be plywood, tarp or other materials approved by EMD. (Pavement is acceptable).
- Ceiling shall be smooth, durable, and readily cleanable. Screening shall only be acceptable as a ceiling material above cooking equipment when necessary for ventilation purposes.
- Doors and food service openings shall be equipped with tight-fitting closures to minimize the entrance of insects.
- The use of more than two pieces of ancillary equipment (coolers, refrigerators, etc.) may require a separate enclosure and/or permit.

PLEASE NOTE: TFFs may be SUBJECT TO CLOSURE if the food is not protected and/or if environmental conditions pose a threat to food (example: dust, flies, etc.). If screening cannot be provided, the TFF may be subject to closure until such protection can be provided.

**IF THE TFF HANDLES OPEN FOOD WITHOUT A FULLY-ENCLOSED BOOTH,
THE TFF MAY BE SUBJECT TO CLOSURE**

Location of Equipment

Equipment allowed outside fully-enclosed booth:

- Open flame BBQ grill
- Deep fryer
- Covered pot on top of open flame burner

Equipment allowed outside fully-enclosed booth under overhead protection:

- Flat grill
- Wok

No hot holding of foods is allowed on equipment outside the enclosed booth.

Additional Requirements:

- Food operations that have adjoining BBQ facilities and cooking equipment set up outside the enclosed booth should have a pass-through window to allow for foods to be brought inside the booth.
- One ice chest for each kind of meat/food item approved to cook outside, is allowed outside booth next to the cooking equipment. All other ice chests with food items must be stored inside the booth.
- All approved equipment outside of the booth must be sectioned off from the public by using ropes or other approved methods (e.g. caution tape) to prevent contamination of the food and injury to the public.

Local Fire Departments Phone Numbers

- Sacramento City Fire Department: (916) 433-1300
- Sacramento Metro Fire Department: (916) 566-4400
 - (Rio Linda, Fair Oaks, Florin, Fruitridge, Rancho Cordova, Citrus Heights, Carmichael, & Sloughhouse.)
- Cosumnes Fire Department: (916) 405-7100
 - (Cosumnes Area, Elk Grove & Galt)
- City of Folsom Fire Department: (916) 984-2280
- City of West Sacramento: (916) 375-6474

Locations to obtain Sanitizer Test Strips

Auto-Chlor System www.autochlorssystem.com	3000 Academy Wy, Suite 100 Sacramento, CA 95815	(916) 920-0125
Bailys	Lodi, New Jersey	(201) 343-8004
Smart & Final (Ask for at register)	1101 Richards Blvd Sacramento, CA 95814	(916) 441-1618
Catering Food Supply	8531 Thys Ct Sacramento, CA 95831	(916) 387-6498
CMA	9269 Survey Rd Elk Grove, CA 95624	(916) 685-5435
Cresco-Resco www.restaurantequipment.com	951 Richards Blvd Sacramento, CA 95814	(916) 446-3300 (800) 845-6677
Dong Vinh Inc. Restaurant Equipment and Supplies	6500 Florin-Perkins Rd Sacramento, CA 95828	(916) 391-8181
Delta TRAK www.deltatrak.com	P.O Box 398 Pleasanton, Ca 94566	(925) 249-2250 (800) 962-6770
Eco-Lab	Rancho Cordova, CA	(916) 315-8808 / (800) 352-5326 (651) 293-1963
PBI Market Equipment Inc.	2667 Gundy Ave Sugar Hill, Ca 90755	(562) 424-0993
Same Day Distributing www.same-day.com	5962 Buckingham Dr Huntington Beach, CA 92649	(800) 735-2261
Sierra Chemical	788 Northport Dr West Sacramento, CA 95691	(916) 371-5943 (714) 379-2060
Smart and Final (Ask for at register)	1730 Watt Ave Sacramento, CA 95825	(916) 484-7402

* This list is provided for your convenience and does not represent an endorsement by the Sacramento County Environmental Management Department

