



PINAL COUNTY  
wide open opportunity

## Environmental Health Services Special Event Notification

(To Be Completed by Event Coordinator)

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

Event Duration: \_\_\_\_\_ to \_\_\_\_\_ Note: Events may be no longer than 14 consecutive days.  
Month/Day/Year Month/Day/Year

Hours of Operation: \_\_\_\_\_

### Type of Event:

- Special Event** – a transitory public gathering that takes place at a specific location for a specific purpose that is associated with a fair, carnival, parade, circus, public exhibition, holiday celebration, or trade show.
- Tasting Event** – events including but not limited to wine tastings, BBQ competitions, and chili cook-off's, in which an entrance fee entitles the consumer to food service in conjunction with the event and where there is no point of sale directly at the booths.
- Grand Opening** – one-time events celebrating the opening of a new business.
- Fundraiser** – one-time events where funds are raised for bona-fide charitable organizations.
- Transitory Sporting Event** – one-time events such as annual soccer tournaments, baseball playoffs, etc.

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

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

Event Contact Person / Food Coordinator: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_ Phone #: \_\_\_\_\_

Sponsoring Organization Address: \_\_\_\_\_

Expected Number of Food Booths: \_\_\_\_\_ Expected Number of Mobile Food Vendors: \_\_\_\_\_

Please include a map of the event site with the location of the following indicated:

- Food Booths
- Restroom Facilities
- Hand washing Areas

The following services will be provided to all vendors:

- Water
- Waste Water Disposal
- Electricity
- Grease Disposal
- Garbage
- Toilets # \_\_\_\_\_

### FOR DEPARTMENTAL USE ONLY

EFT- \_\_\_\_\_

Date Application Submitted: \_\_\_\_\_ Application Received By: \_\_\_\_\_

Approval:  Recommended  Denied

Notes (Reason for Denial): \_\_\_\_\_

ENVIRONMENTAL HEALTH SERVICES