



City of Medford  
 408 2<sup>nd</sup> Avenue SE  
 Medford, MN 55049  
 Email: cityclerk@medfordminnesota.com  
 Website: medfordminnesota.com

## SHORT-TERM FOOD PERMIT APPLICATION

### SECTION A: Applicant Information

Vendor Name – Last, first, MI (please print)	Business Name		
Street Address of Vendor	City	State	Zip Code
Vendor Email	Vendor Phone		
Electrical Source/Requirements			

### SECTION B: Event Information

Name of Event		Location of Event	
		MEDFORD, MN	
Event Date		Event Start Time	Event End Time
Event Sponsor	Event Contact Person		Telephone

### SECTION C: Permit Fees (non-refundable)

		\$25 – One Day Fee
		\$25/day for each additional day (\$25 x _____ # of additional days = \$_____ )
		Total payment due – Make checks payable to City of Medford

### SECTION D: Food Stand Requirements

Hand Washing Facilities	<input type="checkbox"/> Plumbed Sink <input type="checkbox"/> Temporary Station (see 'Key Points' for approved setups)
Additional Items:	
<input type="checkbox"/> Disposable gloves, deli tissue, tongs, etc. (bare hands are not allowed to touch ready to eat food) <input type="checkbox"/> metal-stem food thermometer (required for foods needing temperature control) <input type="checkbox"/> Sanitizer solution (bleach water or quaternary ammonia) <input type="checkbox"/> Overhead protection (tent or canopy if outdoors) <input type="checkbox"/> Utensil washing facilities (required for on-site food prep and for events > 1 day) <input type="checkbox"/> Access to restroom facilities	

Submit application to City of Medford, 408 2<sup>nd</sup> Avenue SE, Medford, MN 55049.

