



Grundy County Health Department  
Environmental Health

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**Event Information Sheet**

Name of Event: \_\_\_\_\_  
Person-in-charge: \_\_\_\_\_ Phone No.: \_\_\_\_\_  
Location of Event: \_\_\_\_\_  
Date(s) of Event: \_\_\_\_\_ Hours of Operation: \_\_\_\_\_

List all the food vendors participating in this event:

<u>Vendor</u>	<u>Contact Person</u>	<u>Phone Number</u>

\*Please use a separate sheet for additional vendors

1. Will you be providing potable water to vendors? \_\_\_\_\_
2. Is water from a public water supply? \_\_\_\_\_ If a non-public water supply (well) is to be used, can you provide a copy of the most recent water sample analysis results? \_\_\_\_\_
3. Will food grade hoses be provided by vendor or organizer? \_\_\_\_\_
4. Describe what backflow prevention will be used. \_\_\_\_\_
5. Where will vendors dispose of waste water? \_\_\_\_\_  
**(Note: Grundy County Health Department will not accept waste water disposal to storm sewers or surface of the ground.)**
6. Will permanent or portable handwashing facilities be available? \_\_\_\_\_
7. Will permanent or portable toilet facilities be available? \_\_\_\_\_
8. Will you be providing electric to vendors? \_\_\_\_\_  
If so, what time will electric be available? \_\_\_\_\_
9. Will garbage be removed by the vendors or the organizers? \_\_\_\_\_
10. Will garbage be disposed of in a central location? \_\_\_\_\_  
If so, will it be at least 50 feet from food handling operations? \_\_\_\_\_

**Please return form to GCHD at least 30 days prior to the event.  
Please include any additional information on a separate sheet of paper.**