



April 7, 2022

To Whom It May Concern:

The City of Rosemead is preparing to celebrate their Annual Fourth of July Festival. This year's Festival will take place on Monday July 4<sup>th</sup> and will feature a huge outdoor stage with live music, carnival rides, game booths, food booths, and as always Rosemead's Spectacular Fireworks Show will conclude the festivities.

The City of Rosemead is looking for several food and beverage booths to sell items on Monday, July 4<sup>th</sup>, 2022. The City of Rosemead is prepared to provide applicants with a 10 x 10 booth space, tables, chairs, and running water on the day of the event at a cost.

Please submit Health Services Application, Food Booth Application, along with any Booth & Food Vendor Permit Fees to:

Rosemead Center  
3936 N. Muscatel Ave  
Rosemead, California 91770

If you're a Non-Profit Organization include a letter stating how any money raised will be used and include a copy of your organizations 501c3 letter, this will waive Health Department Vendor Fees.

Please remember to read this year's festival guidelines and checklist, as they have changed from years prior. Please make any Booth Space Fees payable to:

City of Rosemead

Please make any Health Department Vendor Fees payable to

**\* Department of Health Services \***

All vendors are required to submit fees and Paperwork by Wednesday, May 11th  
at the Rosemead Center by 6:00p.m.

**\* Any Health Department Fees must be paid via Cashiers Check or Money Order Only \***

In previous years, over 10,000 people attended Rosemead's Independence Day Celebration...

If I can answer any questions concerning any facet of this function, please do not hesitate to contact me at [bgalindo@cityofrosemead.org](mailto:bgalindo@cityofrosemead.org) or simply call (626) 569-2266. Again, thank you for your continued and valued support.

Bernadette Galindo  
Recreation Coordinator  
[bgalindo@cityofrosemead.org](mailto:bgalindo@cityofrosemead.org)



April 7, 2022

Dear Independence Day Celebration Vendor,

We look forward to another successful celebration and are pleased that you will join us at the event on Monday, July 4. As you know, food sales are governed by L.A. County Health Department and L.A. County Fire Department as well as the City of Rosemead and Los Angeles County Sheriff's personnel. Thus, we ask that the following rules be followed.

- Appropriate appliances for food service and vending.
- Safe and responsible use of city-issued equipment and supplies.
- NO alcohol, tobacco, or illegal substances on the park.
- No fireworks on the park.
- Strict adherence to L.A. County Health Department rules regarding food temperature and preparation, and cleanliness of area and food handlers.
- As required by the L.A. County Fire Department, vendors must provide an appropriate fire extinguisher (ABC) for electrical, grills, and cooking oils; and all open flame cooking must be done outside of EZ-UP and/or covered structure.

**Failure to abide by these rules will result in the closure of your booth during the event.**

Thank you for participating with us. We wish you success in sales!

By signing this document, you agree to abide by all LA County Health, Fire, and Sheriff's Department, and City of Rosemead rules governing Independence Day Celebration vendor booth operations.

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

BERNADETTE GALINDO  
Recreation Coordinator

# Exemption Certification for Community Events

A community event is an event conducted for no more than 25 consecutive or non-consecutive days in a 90-day period, and that is of civic, political, public, or educational nature. This includes state and county fairs, city festivals, circuses, and other public gathering events that the Department of Public Health approves. Under specified conditions, temporary food facility operators and event organizers who participate in a community event may be exempt from County permit fees and/or the California Retail Food Code (Cal Code) requirements. In addition, veterans who meet specific requirements listed below may be exempt from permit fees. If you believe you may meet one of the following exemptions, please complete the applicable sections below, and sign the form certifying that you meet the exemption. Please note the check mark means "yes."

**NOTE:** If an event organizer is registered with the IRS as a non-profit organization [501 (c) (3)], and the event is not open to the public (members and guests only), operating 3 days or less in a 90-day period, then the event is Cal Code Exempt, and a permit is not required.

Exemption Categories for Community Event Organizers	Fee Exempt	Cal Code Exempt
<p><b>Veteran Organizer:</b> An organizer that is a veteran may be fee exempt if he/she meets the following criteria:</p> <ul style="list-style-type: none"> <li>• If the event is in an incorporated city, the veteran 1) must demonstrate that he/she is disabled (unable to perform physical labor), 2) was honorably discharged from the service, and 3) is a registered voter and resident of the state of California (Section 16001).</li> <li>• If the event is in an unincorporated area, the veteran must show he/she was honorably discharged.</li> </ul> <p>If the permit fee exemption was approved, a permit to operate is still required. <i>Complete Sections A, B and E on page 3 and the Application and Affidavit for Veterans Fee Exemption form on page 5 and 6, submit it with copies of the required documentation: (1) Honorable Discharge (2) Proof of Disability, (3) California Driver Licenses.</i></p>	√	
Exemption Categories for Food Booths	Fee Exempt	Cal Code Exempt
<p><b>Category FB-1:</b> A food booth is operated by a "for-profit" entity, such as a permitted food facility, and:</p> <ul style="list-style-type: none"> <li>• all proceeds are donated to a non-profit organization; and</li> <li>• the event operates 3 days or less in a 90-day period.</li> </ul> <p>A permit to operate is not required. <i>Complete Sections A, D and E on page 3. Note: The organizer must provide a list of all food booths that are donating ALL proceeds to the non-profit organizer.</i></p>	√	√
<p><b>Category FB-2:</b> Food booth operator is registered with the IRS as a non-profit organization, and:</p> <ul style="list-style-type: none"> <li>• the event operates 3 days or less in a 90-day period; and</li> <li>• the event is <u>not</u> open to the public (members and guests only).</li> </ul> <p>A permit to operate is not required. <i>Complete Sections A, C and E on page 3 and submit with copies of the Organizer's (1) Articles of Incorporation and (2) Proof of non-profit status [501(c)(3)].</i></p>	√	√
<p><b>Category FB-3:</b> A food booth operator is registered with the IRS as a 501(c)3 organization and:</p> <ul style="list-style-type: none"> <li>• All meals are provided free to the recipients.</li> </ul> <p>A permit is required, but the sponsor is fee exempt. <i>Complete Sections A, C and E on page 3 and submit with copies of the Organizer's (1) Articles of Incorporation and (2) Proof of non-profit status [501(c)(3)].</i></p>	√	



# Exemption Certification for Community Events

Exemption Categories for Veterans	Fee Exempt	Cal Code Exempt
<p><b>Category FB-4:</b>            A food booth operator is a veteran who has received an honorable discharge or a release from active duty under honorable conditions from a United States Armed Service, must:</p> <ul style="list-style-type: none"> <li>• In an incorporated city three criteria must be met. A veteran must demonstrate that he is disabled (unable to perform physical labor), was honorably discharged from the service and is a registered voter and resident of the state of California (Section 16001).</li> <li>• In an unincorporated area a veteran must show only that he was honorably discharged.</li> </ul> <p>A permit to operate is required.            Complete Sections A, B and E on page 3 and the Affidavit for Veterans Fee Exemption form on page 5 and 6, submit it with copies of the required documentation: (1) Honorable Discharge (2) Proof of Disability, (3) California Driver Licenses.</p>	√	

Email the form and required documents to [communityevents@ph.lacounty.gov](mailto:communityevents@ph.lacounty.gov) at least 30 days before the planned event. If this application is submitted less than 14 calendar days prior to the start of the event, an expedited processing fee may apply. The Department will contact you within 10 days and advise if you meet the requirements for exemption from County permit fees and/or requirements of Cal Code. If you have any questions or need assistance completing this form, please email the Environmental Health Community Event Exemption Certification Team at [communityevents@ph.lacounty.gov](mailto:communityevents@ph.lacounty.gov) and a person will respond or call you shortly afterwards.

For event organizers and FB-3 category food booth operators that require a permit to operate, an Event Organizer or Temporary Food Facility Application must be promptly completed and submitted to obtain a permit. An expedited processing fee of \$50.00 will be assessed upon submission of the application if this exemption application is submitted less than 14 calendar days prior to the start of the event. Completed applications may be submitted to the Industry Engagement Program by emailing the completed applications to [communityevents@ph.lacounty.gov](mailto:communityevents@ph.lacounty.gov). Event Organizer and Temporary Food Facility Applications are available from our website under Get a Public Health Permit/License – Temporary Food Facilities.



# Exemption Certification for Community Events

## EXEMPTION REQUEST FORM

### A. COMMUNITY EVENT

Name of Event: \_\_\_\_\_ Date(s): \_\_\_\_\_

Address of Event: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### B. VETERAN ORGANIZER OR FOOD BOOTH OPERATOR (Complete if Applicable)

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

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Veteran Organizer

Veteran Food Booth Operator

### C. NON-PROFIT TEMPORARY FOOD FACILITY VENDOR (Check Applicable Boxes)

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

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Indicate exemption requested:  FB-1  FB-2  FB-3

Provide a copy of Articles of Incorporation and proof of 501(C)3 status

### D. FOR-PROFIT FOOD FACILITY DONATING ALL PROCEEDS

Food Facility DBA: \_\_\_\_\_

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

Owner's Name: \_\_\_\_\_

The undersigned hereby agree that **ALL** proceeds generated will be donated by for-profit\* owner

to Non-profit association

### E. SIGNATURE

I Declare and Certify under penalty of perjury, that the above stated facts and attachments are true and correct pursuant to the California Code of Civil Procedure.

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_ e-mail: \_\_\_\_\_

Signature: \_\_\_\_\_

Please maintain a copy of the signed Exemption Certification on site during the event.

### FOR DEPARTMENT USE ONLY

- Exemption Certification approved.
- Event Organizer does not meet the requirements for exemption certification.
- Temporary Food Facility operator does not meet the requirements for exemption certification.
- Expedited processing fee applies.

DPH EH Reviewer

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_



# Exemption Certification for Community Events

## PARTICIPATING FOOD BOOTHS, FOOD TRUCKS, AND FOOD CARTS THAT ARE FEE OR CAL CODE EXEMPT

Business Name/DBA	Owner's Name	Telephone	Booth # on Plot Plan	Permit or Vehicle License #	# of Food Handlers	Requires Warewash Sink (Y or N)	Fee Exempt	Cal Code Exempt
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>



# Exemption Certification for Community Events

## APPLICATION AND AFFIDAVIT FOR A VETERANS' FEE EXEMPTION FOR THE PUBLIC HEALTH PERMIT TO OPERATE A FOOD BOOTH

This exemption is in accordance with Section 16102 of the California Business and Professions Code, which allows every Soldier, Sailor, or Marine of the United States who is disabled (unable to perform physical labor), honorably discharged, a registered voter, and a resident of the State of California to hawk, peddle, and vend any goods, wares, or merchandise owned by him/her (except spirituous, malt, vinous or other intoxicating liquor) in an incorporated city without payment of any license, tax, or fee whatsoever, whether municipal, county, or state. A veteran must only show that he/she was honorably discharged to vend in an unincorporated area without payment of any license or fee. Itinerant vendors or food vehicle operators who have the potential to operate in incorporated and unincorporated areas are subjected to the standards required to vend in incorporated areas.

This application/affidavit, together with listed documentation, is to be filed with the County Health Department in conjunction with the application for a Public Health Permit to operate a food sales business.

### Section I - Application

1. BUSINESS NAME: \_\_\_\_\_

2. BUSINESS LOCATION: \_\_\_\_\_

3. MAILING ADDRESS: \_\_\_\_\_

4. PERMIT NUMBER: \_\_\_\_\_

5. BUSINESS OWNER (Veteran): \_\_\_\_\_

6. OWNER ADDRESS: \_\_\_\_\_

7. BUSINESS DESCRIPTION: Describe what kind of foods are sold and the type of facility they are sold from.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. BUSINESS ARRANGEMENTS WITH OTHERS:

A. Describe ownership of products and how they are paid for.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Describe franchises, consignment commission, and number of employees.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. SOURCE OF FOOD SUPPLIES: Name and location.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. PROOF OF OWNERSHIP OF BUSINESS: (SUBMIT COPIES)

Business Lease: \_\_\_\_\_ Business License: \_\_\_\_\_ Board of Equalization: \_\_\_\_\_



# Exemption Certification for Community Events

## 11. VERIFICATION OF OWNER/VETERAN IDENTITY:

Driver License #: \_\_\_\_\_ State: \_\_\_\_\_ Class: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Other: \_\_\_\_\_

12. VETERAN'S SERVICE:  USA  USN  USMC  USAF  USCG  USPHS

13. SERVICE DOCUMENTATION: Attach a copy of Honorable Discharge or other evidence of honorable release from U.S Armed Services.

## SECTION II – AFFIDAVIT

I UNDERSTAND THAT I AM NOT ELIGIBLE FOR CONSIDERATION FOR A VETERANS' EXEMPTION IF I ENGAGE IN THE SALE OF SPIRITUOUS, MALT, VINOUS, OR OTHER INTOXICATING LIQUOR. Initials \_\_\_\_\_

THE FOREGOING IS TRUE OF MY OWN KNOWLEDGE, EXCEPT AS TO THE MATTERS WHICH ARE THEREIN STATED ON MY OWN INFORMATION AND BELIEF, AND AS TO THOSE MATTERS, I BELIEVE TO BE TRUE.

I DECLARE AND CERTIFY UNDER PENALTY OF PERJURY, BY THE LAW OF THE STATE OF CALIFORNIA, THAT THE FOREGOING IS TRUE AND CORRECT.

Date: \_\_\_\_\_ Operator's Signature: \_\_\_\_\_

## SECTION II B

For businesses that will operate only in the unincorporated areas of Los Angeles County:

I, \_\_\_\_\_, WILL OPERATE MY MOTORIZED ITINERANT BUSINESS ONLY IN THE UNINCORPORATED AREAS OF LOS ANGELES COUNTY.

\_\_\_\_\_  
(Operator's Signature)

Approved by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_







## COMMUNITY EVENT TEMPORARY FOOD FACILITY APPLICATION

(\*Submit 30 days in advance of the event)



\*Application submitted less than 14 calendar days prior to the start of the event will be subjected to an expedited processing fee.

Name of Event: \_\_\_\_\_ Date(s) of the Event: \_\_\_\_\_ to: \_\_\_\_\_

Name of Facility: \_\_\_\_\_ Event Organizer: \_\_\_\_\_

Facility Operator: \_\_\_\_\_ Booth #: \_\_\_\_\_ # of Food Employees: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Event Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

On-site Phone: \_\_\_\_\_

### TEMPORARY FOOD FACILITY TYPE:

Food Booth     
  Food Truck     
  Food Cart     
  Annual Food Booth

### FOOD OPERATION TYPE:

Pre-packaged     
  Pre-packaged with Sampling     
  Food Demonstration     
  Food Preparation

### FOOD TO BE SOLD/SERVED

All food preparation shall be completed either in the temporary food facility or at an approved food facility.

List food items to be sold/served: (teriyaki chicken, burrito, popcorn, etc.)	Check if commercially pre-packaged: (unopened, original containers)	Identify types of preparation at other locations: (cutting, washing, cooking, etc.)	Identify types of preparation at booth: (assembly, portioning, cooking, etc.)	Identify means of temperature control at booth: (steam table, refrigerator, ice chests, etc.)
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			
	<input type="checkbox"/>			

### OFFICE USE ONLY:

Date Received:

Amount Paid:

Invoice #:

Approved By:

### FOOD PREPARATION AT OTHER LOCATION

All food preparation must be completed either in the temporary facility or at an approved food facility. Identify any facility where advanced preparation will take place. **An agreement form must be submitted for food preparation at a permitted food facility.**

Name of Facility: \_\_\_\_\_ PR/Permit #: \_\_\_\_\_

Address of Facility: \_\_\_\_\_

Method of food temperature control used during transportation: \_\_\_\_\_

### HOT/COLD HOLDING EQUIPMENT

Identify methods of maintaining food hot or cold during hours of operation.

Cold Holding:  Mechanical Refrigerator  Ice Chest  Cold Table  
 Other (Specify): \_\_\_\_\_

Hot Holding:  Steam Table  Chafing Dishes  Electric Soup Warmer  
 Hot Holding Cabinet  Hot Dog Roller Grill  Electric Rice Cooker/warmer  
 Other (Specify): \_\_\_\_\_

At the end of the operating day, all potentially hazardous foods that are held at 45° F **shall be destroyed.**  
At the end of the operating day, all potentially hazardous foods held at or above 135° F **shall be destroyed.**

### EQUIPMENT/UTENSILS USED

Will multi-use kitchen utensils (knives, scoops, spatulas, bowls, etc.) be used inside the booth for food preparation?  
 Yes  No

Identify all **equipment** that will be used in food preparation at the food booth:

Barbecue Grill  Range Burner  Deep Fryer  Griddle  Charbroiler  Mixer  Blender  
 Other (Specify): \_\_\_\_\_

Identify all **utensils** that will be used in food preparation at the food booth:

**Multi-use eating and drinking utensils are prohibited (plates, glassware, etc.)**

### FOOD PROTECTION

Identify methods of protecting foods from customer contamination.

Sneeze Guards  Only pre-packaged food or bottled drink  
 Hinged chafing dishes  Prepared and stored away from the customers  Other  
(Specify): \_\_\_\_\_

### FOOD BOOTH CONSTRUCTION

Food preparation booths must be constructed with 4 sides, a washable floor and overhead protection.  
Pre-packaged food booths require a washable floor and overhead protection.

Floor Material: \_\_\_\_\_ Wall Material: \_\_\_\_\_

Ceiling Material: \_\_\_\_\_ Size of Pass Through Window: \_\_\_\_\_

## SINK REQUIREMENTS

**Warewashing sink (one per four temporary food facilities) with hot and cold running water under pressure provided by:**

- Event Organizer  Pre-packaged only (not required)  
 Temporary Food Facility Operator (complete Liquid Waste Disposal section)

\*For temporary food facility operating for less than 4 hours adequate supply of spare utensils may be provided in lieu of a warewashing sink.

**Handwashing sink with warm and cold running water provided by:**

- Event Organizer  Pre-packaged only (not required)  
 Temporary Food Facility Operator (Complete Liquid Waste Disposal section.)

**Type of handwashing sink:**

- Permanently plumbed sink  Self-contained portable sink  Gravity fed unit

**Water Source:** \_\_\_\_\_ **Volume of Water:** \_\_\_\_\_ Gallons

## LIQUID WASTE DISPOSAL

**Liquid Waste Removal Provided By:**  Event Organizer  TFF Operator

**Method of Liquid Waste Removal:**  Connected to public sewer  Waste tank \_\_\_\_\_ Gallons

Waste tank maintenance schedule: \_\_\_\_\_ per day \_\_\_\_\_ per hour

**Provide the name, address and telephone number of Person(s) responsible for removal of liquid waste:**

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

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

Telephone: \_\_\_\_\_

**I agree to voluntarily destroy any and all potentially hazardous food(s) held at 45 F and/or held at or above 135 F at the end of the operating day in a manner approved by the enforcement agency.**

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

**I have completed the application to the best of my ability. I understand that I may be asked to provide additional information in order for the application to be approved and that the information provided is considered part of the application.**

I understand that failure to meet the conditions identified in this application or failure to comply with requirements set forth in the California Health and Safety Code may result in the disposal of food, suspension of my approval to operate and/or may result in the filing of misdemeanor criminal charges.

I understand that once the application is reviewed, the permit fee is non-refundable, including any expedited processing fee.

**Application completed by:**

Print Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Signature: \_\_\_\_\_ Cell Phone: \_\_\_\_\_