

TEMPORARY FOOD SERVICE APPLICATION



The Running Event
November 30 - December 1, 2022
Austin Convention Center, Austin TX

DEADLINE: OCTOBER 19, 2022

BOARD OF HEALTH REQUIREMENTS FOR TEMPORARY FOOD SERVICE ESTABLISHMENTS/EVENTS

The City of Austin Public Health Department requires that any organized event or celebration at which food is served or open beverage service is provided and taking place at a location for no more than 14 consecutive days in conjunction with the event submit a temporary food event application and obtain temporary food booth permit(s). As the organizer of the temporary event, Diversified Communications is responsible for submitting the application and picking up the necessary Temporary Food Booth Permit(s) for each booth requiring a permit for food/beverage distribution at The Running Event.

A permit is only required if an exhibitor distributes open (unpackaged) samples of their food or beverage product or handles food/beverage that requires refrigeration.

Event Management will apply on your behalf for obtaining the permit from the Austin Public Health Department. The cost for your temporary food event permit is \$114.00 to be paid by check (payable to Diversified Communications) for The Running Event.

Exhibitors requiring a permit MUST submit the 'Temporary Food Service Application' and check to Event Management by Wednesday, October 19, 2022. Austin Public Health requires ALL questions on the application form be answered with information provided - they will not accept uncompleted forms.

If you have any questions, please contact Erin Morton at 207-842-5409 or emorton@divcom.com.

Food & Beverage Sample Sizes at the Austin Convention Center are as follows:

- Food items are limited to one ounce (1 oz.) "bite size" portions
- Non-alcoholic beverages items are limited to three ounces (3 oz.) portions

If an exhibiting company wishes to distribute larger portion sizes, approval must be granted by Austin Convention Center Catering and a fee may be applied. Please contact ACC Catering at (512) 404-4140.

PLEASE COMPLETE AND MAIL THE FOLLOWING FORM WITH A CHECK IN THE AMOUNT OF \$114.00, PAYABLE TO DIVERSIFIED COMMUNICATIONS, TO:

Diversified Communications
The Running Event
Attn: Erin Morton, Operations
121 Free Street
Portland, ME 04101
USA

