Food Vendor List Template

Columbus Public Health and Columbus Division of Fire – Public Assembly Inspections Office require a list of vendors that will be at an event. If needed, you are welcome to use this form as a template.

Event Name	Start Date	Start Time	End Date	End Time

In the section below list all the vendors that will be participating with the event, along with primary contact details. All food vendors are required to have a mobile food service license (valid for 1 year), or need to complete the Temporary Food License Application for event specific vending only. For the type of vending please list what type of vending operation the vendor has based on the Introduction to Mobile Food Units packet. The types of vending include: **Concession Trailers/Trucks**, **Pushcarts**, **Knockdown Concession**, **Frozen Food Trucks/Carts**, **Catering Type Truck**, **Soft Serve Ice Cream Truck** or **Mobile Cookers/BBQ Pits**

Vendor Name	Contact Person	Phone	Email	Type of Vending

If additional space is needed, it is permissible to copy this form.