



March 16-18, 2012

Mul-Chu-Tha 2012 Food Vendor Process

A complete listing of all food and beverages to be sold during the event is to be enclosed with the application, as well as cooking and food holding equipment.

Make sure you provide a list of all people who will be working with in your booth; everyone is required to have a food handlers card.

Proceed to Environmental Health Department (ENH) located within the Public Health Building (433 W. Seed Farm Road, Sacaton, Arizona) to meet with a representative. They will go through your food vendor application to make sure that all their requirements are met. The representatives will stamp your application indicating that they have met with you.

Once application is complete. Go to the Cashiers Office located within the Governance Center (525 W. Gu u Ki Sacaton, Arizona) to pay fees (for both space and business license).

Return to Tribal Recreation Office with proof of payment for booth space and business license. A representative at the Tribal Recreation/Fair Office will review your application to make sure it is complete. Only completed applications will be accepted.





March 16-18, 2012

Food Vendor Application

\$200.00 Gila River Tribal Members
Gila River Tribal No. _____

\$450.00 All other vendors (not to exceed 20' x 20')

Name: _____ Email: _____

Business Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone # _____ Message: _____ Email: _____

Application process:

- Application Deadline – You must have your fees and business license paid with copies of the receipts submitted to the Fair Office no later than **March 2, 2012 by 5:00 pm.**
- A limit of thirty (30) food booth spaces will be available.
- Allocation of spaces will be determined by a Vendor Coordinator. You will be contacted at the mandatory orientation on your booth space.
- Payment will be accepted by cashier's check or money order make payable to GRIC (Gila River Indian Community). Please indicate "**Food Booth**" on the cashier's check or money order. Payments may be accepted at the Cashiers Office located within the Governance Center (Seed Farm Road & Blue Bird Road) in Sacaton, Arizona or mailed to:

Gila River Indian Community
Attn: Cashiers Office
P.O. Box 2160
Sacaton, Arizona 85147

All Applications Must Enclose Copies of the Following:

- Pre Approved GRIC Temporary Food Facilities Permit Application Form. Detailed information contained in the packet.
- Food Handlers Card(s). All individuals working in a booth or food concession has to have a valid food handler card (Pinal, Maricopa, Navajo Nation, Tohono O'odham, GRIC, etc.) will be accepted.
- Current Gila River Indian Community Business License (application is enclosed).
- Proof of Indian Blood (if applicable).



All Applications must comply with the following:

- All propane tanks OPD equipped.
- Fire Extinguishers.
- Health Inspections of all Food Booths will be done by the Gila River Indian Community Environmental Health Department.
- Attend a Mandatory Orientation on **March 15, 2012 at 10:00 a.m.** The orientation will be at the Fair Office. At this time vendor passes will be distributed to vendors. A limit of ten (10) vendor passes will be given to each vendor.
- Food Vendors will be allowed to set up on **March 15, 2012** following the mandatory orientation.

Booth Information:

- One duplex, 15 x 20 to set-up your booth structure
- 20 amp circuit – 120 volts one outlet plug per vendor. Generator is required for additional power source.
- Water line to be shared with other vendors
- Grease waste receptacle will be provided for vendors

Vendor agrees to abide by the following conditions:

- Vendor shall surrender premises to the fair at the end of the fair in the same condition as received.
- Vendor accepts total responsibility for his/her booth and its safety in relation to fire, theft, accident, or other destructive cause, and to injury to the public which might occur within the confines of the vendor's booth and area or injury to the vendor or his/her employees or agents while on the fairgrounds.
- Fair assumes no responsibility for any property stored on premises.
- Should acts of God, including weather or any other cause not within the fairs control make it impossible for the fair to be held; then the fair, and its representatives and employees are held harmless from any and all claims which may arise as a result thereof. In no event shall the fair be liable for loss of profit, business, or any other damages to the vendor through fair cancellation for such cause.
- Fair shall have full power in interpretation and enforcement of all terms and rules contained herein and such further rules and regulations as it shall consider necessary for the proper conduct of the fair.
- Once location is set, no moving.
- Specify booth space. No trailers over limit of spacing; spacing includes all equipment.
- NO ILLEGAL DRUGS, ALCOHOL, AND FIREARMS ON THE PREMISES.

I agree to comply with all rules, regulations, and agreements outlined within the application. The Gila River Indian Community, Public Information Office, and the Gila River Fair Commissioners, will not be held liable or responsible for bodily injury, theft, or damages incurred prior, during, or after the event.

Signature: _____ Date: _____

Do not fill in for TRO/ Fair Office only

Date Received: _____ Received by: _____ complete Incomplete Notified
GRIC Business License Number: _____ Cashier Check/MO#: _____
Comments: _____

****Failure to adhere to the terms of this contract, you will be asked to leave the premises immediately and not allowed to return to the MCT Fair & Rodeo for one (1) calendar year.***



Gila River Indian Community
Environmental Health Services (EHS)

Guidelines Issued

INITIAL

Application for Temporary Food Establishment Permit

Print Form

Submit Application 14 days prior to the event and fill out one application for each event.

(1) Event Date(s): MONTH/DAY/YEAR to MONTH/DAY/YEAR Food Service Begins: AM PM Ends: AM PM

(2) Name of Event: Type of Event: Celebration Athletics Fundraiser Other

(3) Event Location: DISTRICT, PARK, RAMADA, BUILDING, CHURCH, FACILITY

(4) Applying as a:

- Business: Attach a copy of your current GRIC food establishment permit with application.
Non-Private Organization Charitable Religious Civic
Tribal Government Agency / Public School
Individual: Attach a copy of your registration documentation from the event coordinator

(5) Applicant's Name: BUSINESS, ORGANIZATION, INDIVIDUAL or TRIBAL AGENCY DOB:

(6) Booth / Tent / Stand Name: Telephone No.

(7) Applicant's Address: ADDRESS ZIP CODE

(8) "Person in Charge" for Food Booth: Telephone No.

(9) Name of Event Coordinator: Telephone No.

I hereby consent to inspection by the Gila River Indian Community, Environmental Health Services. I acknowledge that receipt and retention of this permit depends on compliance with the food code. I understand that:

- 1. Food must be prepared on-site at the event or in a kitchen approved by EHS;
2. Food prepared at home cannot be served to the public;
3. Dependant upon assessed risk, an on-site preopening inspection may be required to assure my operation complies with the food code;
4. If the Sanitarian finds a food code violation, I cannot open until all violations have been corrected;
5. Menus are limited to three (3) potentially hazardous foods (PHFs); and

I attest that the information contained within this application is true and accurate to the best of my knowledge.

PRINT NAME

SIGNATURE

DATE

FOR EHS ADMINISTRATIVE USE ONLY

Received By: Date Received:
Approved: Denied:
NOTES NOTES
Permit No. Expires: (14) DAY MAXIMUM

FORM: EHS-FSP-07

Send Completed Application to:

Rev. 7/2011

Menu

Any changes to the menu must be submitted to and approved by Environmental Health Services at least **10 days** before the event.
Each menu is limited to three (3) potentially hazardous foods (PHF) (see list below); violations require closure until corrected.

Main Dishes / Side Dishes	Condiments /Garnishments	Snack Foods	Beverages

Note: You will be required to provide proof of purchase from an approved source for PHF products.

Each menu is limited to three (3) potentially hazardous foods listed below

Raw Animal Foods	Dairy Products	Eggs	Cooked Plant Foods	Other	
beef chicken fish goat lamb	pork seafood turkey other fowl other meat	ice cream soft serve yogurt some smoothies	all types	cooked rice refried beans corn or eloté cocktail cooked vegetables	cut melons raw seed sprouts garlic/oil mixture

Preparation of Menu Items

Location of Food Preparation On-Site at event in Licensed Kitchen in Unlicensed Kitchen

If preparing food in a kitchen, name and address of kitchen: _____

- The location for foods prepared (wash, cut, refrigeration, cooking) before the event must be at a kitchen approved by EHS.
- Unlicensed kitchens must meet basic sanitary conditions and require an inspection **at least 10 days** prior to the event.
- Food **cannot** be prepared in a private home.

Dates and times of food preparation in the kitchen:

Date	Time	Date	Time

Please check applicable boxes for each category:

1. Temperature Control Methods

Cooking and/or re-heating	Hot Holding	Cold Holding	Transport
<input type="checkbox"/> Grill <input type="checkbox"/> Microwave <input type="checkbox"/> Oven <input type="checkbox"/> Propane Burner <input type="checkbox"/> Wok <input type="checkbox"/> Other	<input type="checkbox"/> Grill / BBQ <input type="checkbox"/> Hot Holding Warmers <input type="checkbox"/> Steam Table <input type="checkbox"/> Stove / Oven <input type="checkbox"/> Wok <input type="checkbox"/> Other	<input type="checkbox"/> Refrigerators <input type="checkbox"/> Freezers <input type="checkbox"/> Insulated Ice Chest w/ Ice No. of Ice Chests _____ <input type="checkbox"/> Other	<input type="checkbox"/> Hold Holding Warmer <input type="checkbox"/> Cambros <input type="checkbox"/> Insulated Ice Chests <input type="checkbox"/> Other

2. Food Booth Enclosure / Concession Trailer

<input type="checkbox"/> Food Booth: Screening on 4 sides, overhead covering, flooring, door <input type="checkbox"/> Tent: Screening on 4 sides, ground cover, flooring, overhead covering, door <input type="checkbox"/> Concessions Trailer	<input type="checkbox"/> Sanitizing pail with 50 PPM Chlorine <input type="checkbox"/> Three-compartment Sink at site <input type="checkbox"/> Other
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3. Ware Washing

4. Handwashing Facilities

<input type="checkbox"/> Portable commercial hand sink connect to potable water <input type="checkbox"/> Permanent sink in food booth connected to potable water <input type="checkbox"/> Hand sink inside of a concession trailer/mobile food unit	<input type="checkbox"/> Gravity flow container temporary hand wash set up <input type="checkbox"/> Commercial portable hand wash system <input type="checkbox"/> Other: _____
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5. Water Supply

<input type="checkbox"/> Public water system connected to hose bib at event site <input type="checkbox"/> Commercially packaged bottled water <input type="checkbox"/> Water brought from home: <input type="checkbox"/> Water company <input type="checkbox"/> Well	<input type="checkbox"/> Holding tank filled at base of operation or commissary <input type="checkbox"/> Holding tank filled at approved business, e.g. RV Park <input type="checkbox"/> Other: _____
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6. Power Source

<input type="checkbox"/> Temporary electrical connection <input type="checkbox"/> Portable generator	<input type="checkbox"/> Propane <input type="checkbox"/> Other
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Gila River Indian Community Occupational Safety & Health Office



The Gila River Indian Community Occupational Safety & Health Office is dedicated to promoting employee safety within the Gila River Indian Community. With the upcoming Mul-Chu-Tha Fair and Rodeo, the GRIC OSH Office is dedicated to providing the same level of service to the vendors and guests of the Mul-Chu-Tha.

The GRIC OSH office has researched and identified items of concern which will need to be addressed prior to the event taking place.

Generators:



Generators shall comply with the following:

- Generators shall not be refueled when the engine is running or hot and shall be performed at least twenty (20) feet from tents, canopies, and membrane structures.
- Fuel shall be stored outside in an approved manner not less than 20 feet from tents, stands/booths or membrane structures.
- All fuel containers must be an approved self closing container no more than 5 gallons.
- Shall protect the general public by physical means.
- Shall not be operated inside a structure or enclosed tent.
- Shall not be placed near an exit or in an exit path.
- A minimum of a 2A:10 BC fire extinguisher shall be within 10 feet of all generators.



Electrical:

All electrical equipment shall comply with the following:

- All electrical equipment shall be listed or labeled and used in accordance with the listing or labeling instructions from the manufacturer.
- Electrical wiring, devices, appliances and other equipment shall be ONLY used if in good working condition. Modified or damaged equipment shall NOT be used.
- Open junction boxes and open-wiring splices shall be PROHIBITED. Approved covers shall be provided for all switch and electrical outlet boxes.
- Outdoor public spaces or potentially wet environments shall have Ground Fault Circuit Interrupters (GFCI) installed in permanent wiring circuits. When NO GFCI are installed on permanent wiring circuits, removable GFCI cords or GFCI power tapes shall be used.
- A minimum working space of 30 inches wide and 36 inches deep and 78 inches high shall be provided in front of all electrical panels. NO storage of any material shall be located within the working space.



Appliances and lighting shall comply with the following:



- Household listed appliances shall NOT be used for commercial purposes.
- Clamp type lights and appliances shall be made secure.

- Halogen lights:
 - Only use halogen lamps and light fixtures that have been evaluated by a recognized testing laboratory, such as Underwriters Laboratories (UL).
 - Never place clothing or other fabric items near the top of a lamp.
 - Lights must be placed so that they cannot be knocked over.
 - Lights must be placed so children cannot touch the lens.



halogen

Extension cord use shall comply with the following:



- Extension cords shall be used ONLY with portable appliances.
- Extension cords shall be plugged directly into an approved receptacle and shall serve only ONE portable appliance unless designed by the manufacturer to support more than one plug or used in conjunction with an approved outdoor surge protector.
- Extension cords shall NOT be affixed to structures, extended through walls, ceilings or floors, under doors or floor coverings nor shall such cords be subject to environmental damage or physical impact. Physical protection is required in public areas with foot traffic.

The ampacity and conductor size of an extension cord shall comply with the following:

- The ampacity of the extension cords shall NOT be less than the rated capacity of the portable appliance supplied by the cord. The minimum required rating is 15 amps.
 - Extension cords shall be a minimum of a 16 gauge, three conductor size with polarized or grounded plug and receptacle.



Power taps shall comply with the following:

- Multi-plug adaptors, such as cube adaptors shall be approved and listed. Adapters without visible listings or markings will NOT be allowed. Multi-plug adapters must be plugged directly into an approved electrical receptacle.



- Power taps (surge protectors) will NOT be allowed for outdoor use.

Compressed Gas Cylinders:



Compressed gas containers, cylinders and tanks shall be secured to prevent falling caused by contact, vibration or seismic activity. Securing of compressed gas containers, cylinders and tanks shall be by one of the following methods:

- Securing containers, cylinders and tanks to a fixed object with one or more restraints.
- Securing containers, cylinders and tanks on a cart or other mobile device designed for the movement of compressed gas containers, cylinders or tanks.
- Containers, cylinders or tanks, if dislodged, do not obstruct the required means of egress.
- Securing of compressed gas containers, cylinders and tanks to or within a rack, framework, cabinet or similar assembly designed for such use.

LP Gas Cylinders:



- Only D.O.T.-approved portable LP-gas, propane, natural gas, and butane cylinders shall be used. Cylinders shall be in good condition, properly labeled, and without dents or corrosion.
- Flammable gas cylinders shall be located and stored outside of tents, canopies, membrane structures, and food booths. Unless listed to be installed as a component of the appliance (e.g. cassette fove), gas cylinders shall be located a minimum of five (5) feet from cooking and heating appliances.
- Cylinders shall be located in areas not accessible to the public and at least ten (10) feet from all structures, exits, and exit pathways.
- Compressed gas cylinders shall be secured in the upright position and prevented from falling, tipping, and tampering.
- Flammable-gas-fueled appliances shall be equipped with a shut-off valve located on the storage cylinder and a shut-off valve located on the appliance.
- An Underwriters Laboratories (UL)-approved pressure regulator shall be installed on the fuel supply hose between the storage cylinder and the appliance. The regulator shall be installed as close as possible to the storage cylinder.



Material Safety Data Sheets

- Vendors bringing in Compressed Gas Cylinders, fuel and other chemicals (paints, solvents, solder, gasoline...) onto the fair grounds during the Mul-Chu-Tha must provide a list of all chemicals prior to opening their booth.

Mobile Trailers

- Mobile trailers that are manufactured with generators and propane tanks permanently stored on the vehicle may be subjected to inspection. Vehicles such as box trucks or self made trailers will be inspected for any potential hazards such as storage issues or electrical issues. If any issues are found, those issues must be addressed prior to opening their booth.



GUIDELINES FOR FOOD VENDORS WITH TENTS, CANOPIES, STRUCTURE MEMBRANES.

Per 2003 International Fire Code and Title 22 Life and Fire Safety Ordinance

2404.5 Combustible materials.

Hay, straw, shavings or similar combustible materials shall not be located within any tent, canopy or membrane structure containing an assembly occupancy, except the materials necessary for the daily feeding and care of animals. Sawdust and shavings utilized for a public performance or exhibit shall not be prohibited provided the saw-dust and shavings are kept damp. Combustible materials shall not be permitted under stands or seats at any time. The areas within and adjacent to the tent or air-supported structure shall be maintained clear of all combustible materials or vegetation that could create a fire hazard within 20 feet (6096 mm) from the structure. Combustible trash shall be removed at least once a day from the structure during the period the structure is occupied by the public.

2404.12 Portable fire extinguishers.

Portable fire extinguishers shall be provided as required by Section 906.

2404.15 Heating and cooking equipment.

Heating and cooking equipment shall be in accordance with this section.

2404.15.1 Installation.

Heating or cooking equipment, tanks, piping, hoses, fittings, valves, tubing and other related components shall be installed as specified in the International Mechanical Code and the International Fuel Gas Code, and shall be approved by the fire code official.

2404.15.3 Location.

Cooking and heating equipment shall not be located within 10 feet (3048 mm) of exits or combustible materials.

2404.15.4 Operations.

Operations such as warming of foods, cooking demonstrations and similar operations that use solid flammables, butane or other similar devices which do not pose an ignition hazard, shall be approved.

2404.15.5 Cooking tents.

Tents where cooking is performed shall be separated from other tents, canopies or membrane structures by a minimum of 20 feet (6096 mm).

2404.16.1 General.

LP-gas equipment such as tanks, piping, hoses, fittings, valves, tubing and other related components shall be approved and in accordance with Chapter 38 and with the International Fuel Gas Code.

Continue:

**GUIDELINES FOR FOOD VENDORS WITH TENTS, CANOPIES, STRUCTURE
MEMBRANES**

2404.16.2 Location of containers.

LP-gas containers shall be located outside. Safety release valves shall be pointed away from the tent, canopy or membrane structure.

2404.17.1 Use.

Flammable-liquid-fueled equipment shall not be used in tents, canopies or membrane structures.