

Frequently Asked Questions for Community Events

1) What is a Community Event?

- a. A community event is a gathering that's open to the public and involves giving away or selling food or drinks.
- b. These events are civic, political, public, or educational in nature and cannot last more than 25 consecutive or non-consecutive days within a 90-day period at the same location.
- c. Examples include:
 - i. County fairs
 - ii. City festivals
 - iii. School events
 - iv. Parades
 - v. Fundraisers
 - vi. Farmers markets
 - vii. Swap meets
 - viii. Circuses

2) What is Not a Community Event?

- a. Some events don't need this type of permit.
- b. Examples include:
 - i. A business grand opening
 - ii. Church or religious events that are not open to the public (only for members or guests)
 - iii. A private club, or other nonprofit association that gives or sells food to its members and guests, and not to the general public, at an event that occurs no more than three days in any 90-day period.
 - iv. Private events such as weddings or birthdays
 - v. Gatherings of permitted food trucks/trailers that are permitted as Mobile Food Facilities. These are the trucks/trailers that have a sticker on the back of their vehicle or trailer. These stickers have the license plate number of that vehicle or trailer and also contain a decal number.
 - vi. A for-profit entity that gives or sells food at an event that occurs no more than three days in a 90-day period for the benefit of a nonprofit association, if the for-profit entity receives no monetary benefit, other than that resulting from recognition from participating in an event.

3) What is a Temporary Food Facility (TFF)?

- a. There are two types of Temporary Food Facilities (TFF):
 - i. A Temporary Food Facility is a tent/booth setup.
 - ii. A Mobile-Temporary Facility is a truck, trailer, or concession-type setup.
- b. If you are preparing, sampling, serving, or giving away food or drinks to the public, even something simple like popcorn, water, or coffee, you need a TFF permit.
- c. Events with 1 or more food booths (TFFs) also require a Community Event Permit.

- d. There are two main kinds of TFF permits:
 - i. Annual: Once-a-year permit that always will expire on June 30 of the current year.
 - ii. Single Event: Specific to 1 event and expires at the end of the event, duration dependent.
- e. Mobile food trucks that do not already have an annual health permit may apply for a Mobile-Temporary Facility permit just for the event, as long as they follow all Mobile Temporary Facility rules and submit any extra required documents.

4) What is an Event Organizer?

- a. The event organizer is the person or group who plans and manages the event and oversees all food vendors serving at the event.
- b. They're responsible for:
 - i. Making sure each food vendor has a valid permit
 - ii. Setting up the site and layout
 - iii. Ensuring restrooms, sinks, electricity, and water are ready
 - iv. Keeping everything clean and safe during the event

5) What does an Event Organizer do before the Event?

- a. At least 30 days before the event, organizers need to:
 - i. Submit a Community Event Application
 - ii. Include a site map showing:
 - 1. Each food vendors location
 - 2. Restrooms and handwashing stations
 - 3. Shared sinks for utensil washing
 - 4. Trash and recycling bins
 - 5. Any back-up storage areas for vendors
 - 6. Send a list of vendors with their menus and contact info
 - 7. Pay the permit fees
- b. No new vendors can be added less than 14 days before the event.

6) What does an Event Organizer do during an Event?

- a. On the day of the event, the organizer must:
 - i. Make sure all restrooms and sinks are clean and working
 - ii. Confirm that all electrical and water hookups are ready
 - iii. Check that all food vendors are open and using proper food safety practices
 - iv. Monitor and maintain shared areas throughout the event

7) What are the Costs of a Permit for an Event Organizer or TFF?

- a. For an event organizer, the cost of their permit depends on how many food vendors are at the event. It will also depend on whether they want a permit for a single event, for six months or for a year.
- b. For a TFF, it will depend on if they want a permit for a single event, or for a year.
- c. All permit fees can be found on the Kern County Public Health website at:
 - i. <https://www.kernpublichealth.com/environmental-health/environmental-health-fees>

Grounded in Health

8) How do I get Ready to Plan a Community Event?

- a. If you're serving food, snacks, or drinks, you can apply for a permit through the Accela EH Citizen Portal.
- b. <https://www.kernpublichealth.com/environmental-health/food/community-events>

9) How Soon do I Need to Submit an Application for a Community Event?

- a. You will need to submit your Community Event Application at least 30 days before your event.
- b. You must also submit changes to the food vendor list no later than 14 days before the event.

10) What Could Cause the Denial of a Community Event Application?

- a. Submittal of an application less than 30 days from the event start date.
- b. Failure to submit a completed application.
- c. Failure to finalize and pay for a community event permit no later than 14 days prior to the event start date.

11) Is there a List of Pre-Approved Vendors?

- a. Yes. There is a list of approved vendors available on Kern County Public Health's website
 - i. phweb.kerncounty.com/EH_Framed_Webpages/EH_TemporaryFoodFacility_List.aspx

12) Is a Community Event Permit Required if Only One Vendor is Used?

- a. Yes. A community event permit is required for one or more food vendors.

13) Are Community Event Permits required for School Fairs and Sporting Events during School Hours?

- a. If the event sells or gives away food to the public from a location other than a permitted concession stand, then a community event permit is required.

14) Are Family Picnic Days considered a Community Event?

- a. If the event sells or gives away food to the public, then a community event permit is required.
- b. If families bring their own food and do not sell or give away food to the public, then a community event permit is not required.

15) If the Community Event Location already has a Health Permit to Prepare and Sell Food, do I need a Community Event Permit?

- a. If no TFF's or other participants are at the event location selling or giving away food to the public, then a community event permit is not required.

16) What are the Consequences of Operating a Community Event without a Permit or With Unpermitted Vendors?

- a. Any food vendor that operates at a community event without a permit or who is not on the list of approved vendors for the event must immediately leave the event. If they do not leave, the community event permit will be suspended.
- b. All time associated with enforcement at the event will be billed to the Event Organizer.
- c. Food vendors that are operating at a community event without a permit may be assessed a monetary penalty in the amount of three (3) times the amount of the annual permit fee applicable to the operation (KCOC § 8.04.190).

17) Who can I Contact for More Information about Community Events and TFF permits?

- a. Visit us at the Kern County Public Services Building located at:
 - i. 2700 M Street, Suite 300, Bakersfield, CA, 93301
- b. Phone Number: 661-862-8740
- c. Email: EHCommunityEvent@kerncounty.com