



1/06/2009

Dear Food Concessionaire:

This past year the Springfield City council passed council bill 2008-153 approving fees for mobile and temporary food establishments. The fees are:

Temporary unit=25.00/per event
Mobile unit=75.00/6 month permit

A temporary Food Establishment could be a permanent building or a mobile unit. The permit you request will depend on how many times the Food Establishment is utilized during the year. If you use your mobile unit for 3 or more events in the city limits of Springfield during the 2009 calendar year it will be more cost effective to apply for a 6 month permit. With this permit you are able to set up and begin food preparation without waiting on a permit inspection.

Mobiles or permanent buildings applying for a \$25.00 temporary permit (good for 14 consecutive days in conjunction with a special event) must be inspected and permitted **before** beginning food preparation.

Checks or money orders may be made out to the Springfield/Greene County Health Department and mailed to :

320 E. Central
Attention: Food section
Springfield, MO 65802

You may also walk your payment in to the address listed above Monday-Friday 8:00am-4:30pm. Applications must be received in this office no later than **7 days prior** to the start of the event.

For your convenience we will have someone stationed in our office close to the entrance of the East side of the E-Plex to take fees and generate a receipt the Thursday prior to the beginning of the fair, however we still need you to mail in your application ahead of time (just add a note on the application indicating you will pay in person). We will also host a meeting for all food vendors the same day. The time and location will be determined at a later date. Please check with fair personnel upon your arrival.

Application for mobile and temporary units is available on the Springfield/Greene County Health Department website at :www.springfieldmo.gov/health . Click on Food Establishment. Please direct any calls directly to this office at (417)864-1424 Monday-Friday 8:00am-5:00pm.

We look forward to working with you this coming year.

Karen Prescott
Public Health Investigator III
Springfield-Greene County Health Department