

FOOD VENDOR CONTRACT
4 County Lion's Community Carnival
June 1 – 6, 2026

APPLICATION PROCEDURE:

The 4 County Lion's Community Carnival will be held at the Fireman's Carnival Grounds in Mount Airy

All vendors agree through their participation in this event, to have booth space in full display and operational during the times designated for the event. The hours of operation are:

June 1 - 6, 2026 from 6:00 PM - 11:00 PM

The booth fee to be included with your application is:

Major Food Vendor (Large Assortment of Items)	\$1200.00
Non-Profit Food Vendors	\$700.00
Carroll County Temporary License (REQUIRED)	\$50.00
(No food vendor may rent a space on the day of the event.)	

Please make your check or money order payable to "4 County Lion's Club" and mail it to 4 County Lion's Club ATTN: Carnival Committee PO Box 761 Mt. Airy, MD 21771 along with this application and 2 original signed Health Dept. Forms

Questions, Call Tanya Miller 301-748-6659

HEALTH REGULATIONS:

You must obtain a Carroll County Health Department Temporary Food Service Facility License. The license must be posted during the entire event. **Necessary paperwork is attached and must be completed and returned to the 4 County Lion's Club no later than May 20th, 2026.** Temporary Licenses are obtained from the Health Department by the 4 County Lion's Club and **vendors should not send or drop off any forms directly with the Department.**

EVENT OPERATION:

As the Vendor, you are responsible to provide your canopy, tables, chairs, table coverings and ice. **You are required to bring your own signage. Fire regulations require that you bring a fire extinguisher if you use Sterno, Butane, Propane, Electric or Charcoal grills.**

Food vendors **may not** sell alcoholic beverages.

RULES AND REGULATIONS:

Exhibit space, table covers, and backdrops must be appropriate, uncluttered, and not offensive to adjacent exhibit spaces. All excess inventories must be stored out of sight.

Exhibitor will comply with all rules of the 4 County Lion's committee.

Exhibitor will be allowed to sell Ice Tea and Lemonade only
NO OTHER BEVERAGES PERMITTED!!!!

Please be prepared to set up through the week by 5PM. Store most of your food preparation items and products in your space area and or the walk in provided at grounds.

Food booths must stay open and operational during the event hours. Booths cannot be broken down or vacated prior to the closing time.

All displays shall be kept neat and clean with the Vendor responsible for clean-up at the end of the event by removing equipment, inventory and improvements, and leaving the exhibit space in the same condition as on arrival. The Vendor shall be liable for delivery, handling, set-up and removal of its own displays and materials.

The Vendor shall conduct business in accordance with all laws and highest standards of business ethics.

Nothing shall be nailed, stapled or otherwise fixed to structures or the grounds.

NO PETS ALLOWED

The Vendor must comply with all Health Department Regulations. **The Health Department paperwork and vendor application must be sent directly to the 4 County Lion's Club NOT to the Health Department.**

The Vendor shall be substantially present at the exhibit space for the duration of the show hours and shall have qualified, experienced and responsible staff available at all times.

The 4 County Lion's Club committee reserves the right to ask a Vendor to leave when, in its opinion, the Vendor is found to be disruptive to the event, other Vendors, or customers; the Vendor forfeits the exhibit fee.

The Vendor shall not increase prices once the event opens to the public.

The Vendor shall obey all fire regulations and County, State and other applicable laws.

The Vendor shall not consume nor permit his/her staff to consume, alcoholic beverages in the food service area or while vendor/staff are participating at the event.

The 4 County Lion's committee reserves the right to establish such additional rules and regulations as it deems necessary for the safe and successful operation of the event.

PLEASE NOTE:

A walk-through will be done **PRIOR TO AND DURING** the event.

GUIDELINES FOR SPECIAL FOOD SERVICE FACILITY TEMPORARY FOOD LICENSES

The following are requirements which must be met to operate under a Special Food Service Facility Temporary License.

- Each applicant can apply for a Special Food Service Facility Temporary License for 30 Consecutive days. If the event is non-consecutive, an application and fee is required for each day of operation. Only consecutive dates can be submitted on a single application. No additional Licenses will be granted for an operator who has already reached their 30-day limit for the year. The cost of application is \$50.00 per application. Accepted payment is cash, check, money order, or credit card. If you wish to pay by credit card please submit the credit card authorization form along with the application, this can be found on our website at:

<https://health.maryland.gov/carroll/Documents/Credit%20Card%20Authorization%20Form.pdf>

- All permits and fees whether for an individual event or a multi-vendor event must be submitted to our office no later than 14 days prior to the event. If the application is received less than 14 days of the event a late fee of \$15.00 per application will be assessed and must be paid prior to approval of the license. $\frac{3}{4}$ Applications and payment can be mailed or dropped off to: Carroll County Health Department, 290 S. Center St, Westminster, MD 21157. They can also be emailed to: carrollcounty.environmental@maryland.gov

- For events with multiple food vendors, all applications must be sent to the event coordinator along with payment. The event coordinator is responsible to submit a complete packet to the health department for review, this packet must include a final list of all vendors attending, all applications, supporting documents, and application fees for review and approval. NOTE: Any applications submitted separately and are part of a multi-vendor event will be mailed back to the applicant. After the review of the applications, all approved licenses and receipts will be sent back to the event coordinator who will distribute to the vendors.

- If an approved event has either been cancelled due to weather or you were unable to attend, you may notify our office in writing within 48 hours after the event was to take place. After verifying with the coordinator that either the event did not occur or that you did not operate, the day(s) will not count toward your 30 total days for the calendar year. The fee paid will not be put toward future applications.

Below are requirements for any applicant granted a license to operate under a Special Food Service Facility License:

1. Food must be prepared and stored at event location or your licensed food service facility.
2. Hand-wash facilities are required for operations that handle food products which are not individually pre-packaged or pre-wrapped. A non-toxic, easily cleanable water dispenser with potable water must be used for hand washing with a basin to collect wastewater. Glove use is required by any person handling ready to eat foods. No bare hand contact with ready to eat food is allowed.
3. Each stand must have coolers or other acceptable means or refrigeration to keep potentially hazardous foods at 41°F or below and each cooler or refrigeration unit must be provided with a thermometer.
4. Any foods requiring Cooking or Heating shall be rapidly heated to these minimum temperatures when measuring at the center of the food product. Additionally, each stand must have acceptable methods to maintain hot hold temperatures of 135°F.

Commercially Prepared Foods 145°F
Poultry and Stuffed Meat 165°F
Ground Beef & Comminuted Meats 155°F
Shell Eggs, Roast Beef, Pork Roast & Seafood 135°F
Reheat Food Temperatures 165°F

6. All foods are to be wrapped or covered to protect them from contamination by dust, dirt, sneezing, coughing unnecessary handling by the consumer, and all other sources of contamination, during storage, preparation, display, and service.
7. All food and food contact items must be elevated off the floor or ground. All stands preparing foods must have overhead protection (i.e. tent or canopy) as well as an approved ground cover (i.e. concrete, asphalt, plastic tarps).
8. All Special Food Service Temporary Facility Events are subject to inspection by our office.

Health Department Revised 12/2024

Enclosures:

Food Vendor Application; Carroll County Health Department Vendor Form

FOOD VENDOR APPLICATION

“4 COUNTY LION’S COMMUNITY CARNIVAL”

	Name of Business

Item(s) being sold:	Name of Vendor (if different)
_____	_____
_____	_____
_____	Address
_____	_____
	Phone number

	Email

Today’s Date: _____	

If your business is conducted from a mobile unit, please provide the dimensions: _____

Major Vendor Space @ \$1200.00 \$ _____

OR

Non-Profit Vendor Space \$700.00 \$ _____

Carroll County Temporary License \$ 50.00

Total: \$ _____

The undersigned agrees to abide by the rules set forth in these Rules and Regulations, and all attachments. I also agree to assume the risk of loss to my merchandise and other property of myself and my staff, whether from breakage, damage, loss, theft, disappearance or any other cause, for the duration of the Event, including set up and closing. Further, I agree to indemnify the 4 Count Lion’s Club and to hold harmless from any and all claims, actions, damages, liability and expense, including attorney’s fees, in connection with loss of life, personal injury and/or damage to property that may be done or suffered by reason of my fault or negligence in the performance of or failure to perform my responsibilities as stated in this application and enclosed Rules and Regulations, or occasioned all or in part by any act or omission by myself, my agents or employees.

By signing this form, I certify that I am insured by an independent licensed insurance company and my insurance policy covers this event.

Print Your Name

Signature of Vendor

Return this completed form,
And **ORIGINAL SIGNED** copy of the
Health Forms along with your check to:

4 County Lion’s Club
ATTN: Carnival Committee
PO Box 761
Mt. Airy, MD 21771