

Campus Safety Fire Marshal's Office
4513 Cullen Boulevard, Second Floor – TLC² Annex - Building 106
(located at Entrance 8 on Cullen)
Houston, Texas 77204-1005
Phone: 713-743-5858 | Fax: 713-743-8035

TEMPORARY FOOD DEALER'S PERMIT/REQUEST FORM

Organization and/or Department Name:	Best Buddies International		
Event Organizer or Contact Person:	Tiffany Nguyen		
Contact Phone Number:	832-584-3869		
Location Where Event Will be Held:	University Center South - Bayou City Room		
Site Reservation Confirmed?	Pending		
Date of Event:	May 3, 2018	Start Time: 6:30	End Time: 8:30
List of Specific Items to be Served:	Torchy's Chips & Queso		
Where & By Whom Will Food be Prepared?	Torchy's Tacos will be catering		
Caterer's Address (if applicable):	2411 S. SHEPHERD DR. HOUSTON, TX 77019		
Where & How Will Food Be Stored?	We will pick up the food at 5:30 and have it ready to serve at the event time		
How Will All the Trash be Disposed?	We will make sure all trash is disposed in appropriate bins		
What is the Purpose of the Event? (check one)	☐ Fundraiser/Bake Sale ☐ Meeting/Informational Session ☐ Lecture/Workshop/Seminar ☒ Social Event ☐ Sporting Event/Tailgating ☐ Concerts/Shows ☐ Other: _____		
Event Type:	☐ Private (Members only; by invitation) ☒ Public (Open to anyone on campus)		
Will you use any of the following?	☐ Sterno ☐ Open Grill – specify type: _____ ☐ Other: _____ <i>Note: If any have been selected, please submit an Open Flame Permit.</i>		

- I HAVE READ, UNDERSTAND AND AGREE TO ABIDE BY THE PROCEDURE AND GUIDELINES WHICH ADDRESS THE USAGE OF THE TEMPORARY FOOD DEALER'S PERMIT.**
- IF THERE ARE ANY CHANGES TO THE TEMPORARY FOOD DEALERS PERMIT BEFORE THIS EVENT, I WILL SUBMIT A NEW PERMIT FOR APPROVAL.**

Initial that you will have the following equipment (if applicable): Thermometer _____ Hand Sanitizer TN
Protective Wear (Gloves, Hair Restraints, etc.) _____ Water Container / Sanitizing Container / Soap & Water (*required when cooking on site*) TN

Signature: Tiffany Nguyen Date: 5/2/18

ISSUED BY UH DEPARTMENT OF PUBLIC SAFETY FIRE MARSHAL'S OFFICE:

Signature: _____ Date: _____