

# TASTE of CARROLL

The Culinary Event Supporting BridgingLife  
Hospice & Palliative Care

## 2026 VENDOR APPLICATION AND INSTRUCTIONS

April 27, 2026  
Stratosphere Social  
1332 Londontown Blvd., Eldersburg, MD

**DEADLINE:** The Health Department application needs to be submitted to [hakers@lifebridgehealth.org](mailto:hakers@lifebridgehealth.org) by April 1, 2026 (application fee is waived)

Name of Business: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

I would like to set up in the same location as last year

### ON-SITE LOGISTICS:

I would like to set up **INSIDE:** \_\_\_\_\_ Initial  
I need access to electricity?  Yes  No

- Ready to serve 150 exclusive sponsor guests at 5pm
- 500+ guests will then arrive at 6pm
- Climate controlled space
- Assigned set up time
- Cannot leave premises without prior permission from event coordinator

**OR**

I would like to set up **OUTSIDE:** \_\_\_\_\_ Initial  
I need access to electricity?  Yes  No

Yes, I can provide ground cover as required by the health department

I need assistance with ground cover

- Ready to serve 700+ guests at 6pm
- Assigned set up time
- Cannot leave premises without prior permission from event coordinator

### SUPPLIES PROVIDED - PLEASE ACKNOWLEDGE WHERE INDICATED:

- One six-foot table with linen in a covered space
- Health Department 3 station sanitizers and hand washing station. One station for every 3 vendors.
- Banner - If this is your first-year attending, how would you like your banner to read:

- 
- Dumpsters & trash bags - You agree to remove all trash into the onsite dumpsters: \_\_\_\_\_ Initial
  - Trash cans that are provided by your station are for the guests. \_\_\_\_\_ Initial

(continued on next page)

**INTENDED SAMPLE TO BE SERVED** (Approx. 2 oz. Portions)

Please check all that apply & provide the name of the items.

- Beverage \_\_\_\_\_
- Hot Appetizer \_\_\_\_\_
- Cold Appetizer \_\_\_\_\_
- Entrée \_\_\_\_\_
- Dessert (May only be served by bakeries) \_\_\_\_\_
- Beverage (Alcohol is covered under event liquor license) \_\_\_\_\_

**SERVING ITEMS PROVIDED :**

(Please check the items you request – napkins are provided to everyone)

- Cocktail Plates  Small Soup Cups  Spoons  Forks

- Other (be specific): \_\_\_\_\_

**ARE YOU INTERESTED IN SUPPORTING THE SILENT AUCTION?**

We will provide a \$50 gift card for additional promotion and to support the silent auction.  Yes  No

**ADDITIONAL IMPORTANT INFORMATION:**

- Up to 4 staff members are welcome to represent your business.
- Please park in off-site vendor designated parking areas. (Allow time to be shuttled back to venue)
- Please note: While the intention is always to be generous, and we encourage networking and socializing as a benefit of participating, please inform your staff that certain costly food items and limited specialty items are only available to the guests of the event.
- Staff should consider sampling after offerings have been shared with attendees. It is recommended that your teams enjoy the offerings after 7:30pm.

\_\_\_\_\_ Initial

**ONSITE CONTACTS:**

Janet Davis: 410-259-0039

Robbin Nolen: 410-259-7436

Susan Janeczek: 410-353-1606



We are so incredibly grateful for your partnership; this event simply wouldn't be possible without your heart and your hard work. Please let us know if there is anything at all we can do to support you. Because your participation is a direct gift to our hospice and palliative care families, we aren't able to offer reimbursement for products or supplies, but please know that every bit of what you provide at Taste of Carroll makes a profound difference for those we serve.



NOTE: There are NO FEES to attend Taste of Carroll

## Application for a Special Food Service Facility Temporary License

7 consecutive days or less (example: Monday through Friday) \$50

Events operating greater than 7 consecutive days \$150

Events with non-consecutive dates can submit one form for each month with specific dates listed \$150

A \$15 late fee will be charged for any application received less than 14 days prior to the event.

**For events with multiple food vendors, all applications must be sent to the event coordinator along with payment.**

Applications can be mailed or hand carried to our office, or emailed to: [carrollcounty.environmental@maryland.gov](mailto:carrollcounty.environmental@maryland.gov)

**NO REFUNDS - PLEASE PRINT CLEARLY**

<b>Event Information</b>	Name of Event:		Event Date And Times:		
	Event Address Location:			Event Set Up Date And Time:	
	Event Coordinator's Name:		Coordinators Phone Number:	Coordinators E-mail Address:	
	Public water on site: <input type="checkbox"/> YES <input type="checkbox"/> NO If NO, provide the source of potable water:				
<b>Applicant Information</b>	Trading Name:		Applicant Phone Number:		
	Name of Applicant:			Applicant E-mail Address:	
	Applicant Street Address:		City:	State/Zip:	
	Do you have a Food Service Facility License in the State of Maryland? <input type="checkbox"/> YES <input type="checkbox"/> NO (If YES, please provide a copy of your license)				
<b>Menu</b>	Food Item	Where will the food be purchased?	Equipment utilized for each menu item. Please include transporting, holding, cooking		
<b>Workers' Compensation</b>	<input type="checkbox"/> This business or person does not and will not employ a covered employee, as defined at Md. Code Ann., Labor and Employment Title 9				
	<input type="checkbox"/> This business or person to be licensed or permitted has workers' compensation insurance: Company Name: _____ Binder #: _____				
My signature below constitutes my agreement to comply with all Maryland regulations and Guidelines for a Special Food Service Facility.					
Printed Name of Applicant		Signature of Applicant			Date of Signature

Submit this application with the Taste of Carroll Vendor Application by April 1st to Heather Akers.

Revised 12/2025

# 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 for each month of operation with specific dates of operation listed. Fees for permits are as follows: **7 consecutive days or less (example: Monday through Friday) - \$50; Events operating greater than 7 consecutive days - \$150; Events with non-consecutive dates can submit one form for each month with specific dates listed - \$150**
- 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.**
- Applications and payment can be mailed or hand carried to our office or emailed to:  
[carrollcounty.environmental@maryland.gov](mailto: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 for submitting 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.
- **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 of 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 & Commинuted Meats	155°F
Shell Eggs, Roast Beef, Pork Roast & Seafood	135°F
Reheat Food Temperatures	165°F

5. All stands preparing food must always have a calibrated food thermometer on-site and available.
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 food 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.