

**What are the requirements for operating a Temporary Food Service Establishment?**

Read the [Summary of Temporary Food Service Establishment Requirements](#) to find out everything you'll need to do.

**How do I submit the application?**

You need to submit the [application](#) so it is received at least 15 days before the event. You can mail it or drop it off in the lobby at 108 Cherry Street in Burlington. You cannot email the application because the check or money order needs to go with it.

**How do I know when I can start operating?**

You must certify on the application that you will meet all the requirements every time you set up the temporary food service establishment. Once your application is approved, a license will be sent in the mail and you can start operating. Public health inspectors will complete unannounced inspections at events to verify compliance, but you do not need to be inspected before you start operating.

**What happens if I don't meet all the requirements at the time that I'm inspected?**

You may be given the opportunity to immediately correct the violation. For critical violations you will be asked to immediately stop operating until the violation can be corrected. For instance, you cannot operate without having the ability to wash your hands.

**How long is the license valid?**

The yearly license expires on December 31, regardless of when it is issued.

**Do I need this license to sell beverages like coffee, lemonade, or specialty drinks?**

Yes. Prepared drinks are licensed in the same way as prepared food items.

**Do I need this license to offer samples of a food item?**

You do not need a license to offer free samples of a product.

**Do I need a license for my home kitchen or other kitchen space that I use to prep food for my temporary food service establishment?**

Yes. Unless you can do all food prep onsite, you will need a [home caterer](#) or [commercial caterer](#) license for the prep space as well.

**Can I offer seating like picnic tables at my event?**

You should contact the event coordinator or local officials for seating approval.

**Can I upgrade to a calendar-year license after I applied for a 3-day license?**

Yes. You would need to send in a corrected application and payment for the difference in fees. Please list all events you will be operating at throughout the year.

**What should I do if there's been a change to the events I plan to attend?**

For significant changes to your schedule, email [FoodLodging@Vermont.gov](mailto:FoodLodging@Vermont.gov) with the updates.

**Does a charitable organization need a food license to have a fundraiser?**

A registered charitable nonprofit organization is allowed to operate on an occasional basis without getting a license. For registered charitable organizations, occasional is defined as not more than four days in a month, not more than two consecutive days at a time, and not more than 12 days total in any calendar year.

**I want to sell food at a few events but not very often. How do I know if I need a license?**

You need a license if you sell prepared food more than one day per month.