

Food & Facilities Licensing  
Environmental Health  
Health Care Facilities  
Licensing Services

## Food and Facilities Licensing

### Licensing Services - Special Food Service Facility (Temporary Event)

#### Who must apply for a temporary event license?

Anyone who plans to sell or give away food at a temporary event must first obtain a Montgomery County Food Service Facility License. The only exception to the law is the sale of fresh produce or live crustaceans.

#### What is a temporary event?

A temporary event is an event at a fixed location not exceeding 14 days where either a mobile, permanent, or temporary structure is used to prepare, serve, or sell food or drink.

#### When must one apply for a temporary event license?

A license must be obtained prior to operating. The application must be submitted at least two working days before the scheduled start of the event. A fee will be charged for applications filed less than two working days prior to the event.

#### How does one apply for a temporary event license?

Applications and information on the requirements are available from the:

Department of Health and Human Services  
Licensing & Regulatory Services  
255 Rockville Pike, 1st Floor  
Rockville, Maryland 20850  
240-777-3986

### Download the Application:

- [Special Food Service Facility \(Temporary Event\) License \(pdf\)](#)
- [Special Food Service Facilities General Sanitation Requirements \(English\)](#)
- [Special Food Service Facilities General Sanitation Requirements \(Spanish\)](#)

## Is there a fee?

Please see the fee schedule for any fees that apply: [Fee Schedule](#)

## What is the process for applying for a Temporary Event License?

- Submit the application, attachments, and appropriate fee at least two working days prior to the event.
- Incomplete applications will be returned to the applicant.
- The application and attachments will be reviewed. An inspection will be conducted, if warranted, at the event prior to operating.
- The license will be mailed to the applicant or issued at the time of the inspection.

Personnel within the Licensure & Regulatory Services section are available to discuss questions during regular working hours (Monday through Friday) 8:00 a.m. to 4:00 p.m., 240-777-3986.

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