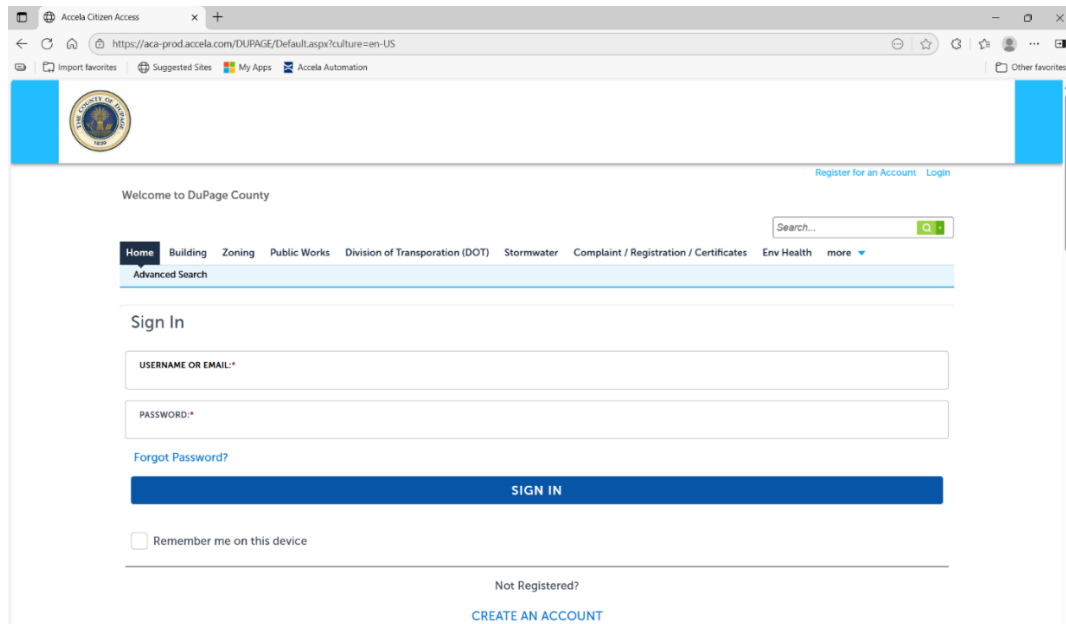


ACA: How to Apply Online for Temporary Food Permit

1. Click on link below to apply:

[Accela Citizen Access](#)



The screenshot shows the Accela Citizen Access website for DuPage County. The page has a blue header with the county seal and navigation links. The main content area is white and contains a search bar, a navigation menu, and a sign-in section. The sign-in section includes fields for 'USERNAME OR EMAIL' and 'PASSWORD', a 'Forgot Password?' link, a blue 'SIGN IN' button, and a 'Remember me on this device' checkbox. At the bottom, there is a 'Not Registered?' link and a blue 'CREATE AN ACCOUNT' button.

Welcome to DuPage County

Register for an Account Login

Search...

Home Building Zoning Public Works Division of Transportation (DOT) Stormwater Complaint / Registration / Certificates Env Health more

Advanced Search

Sign In

USERNAME OR EMAIL*

PASSWORD*

Forgot Password?

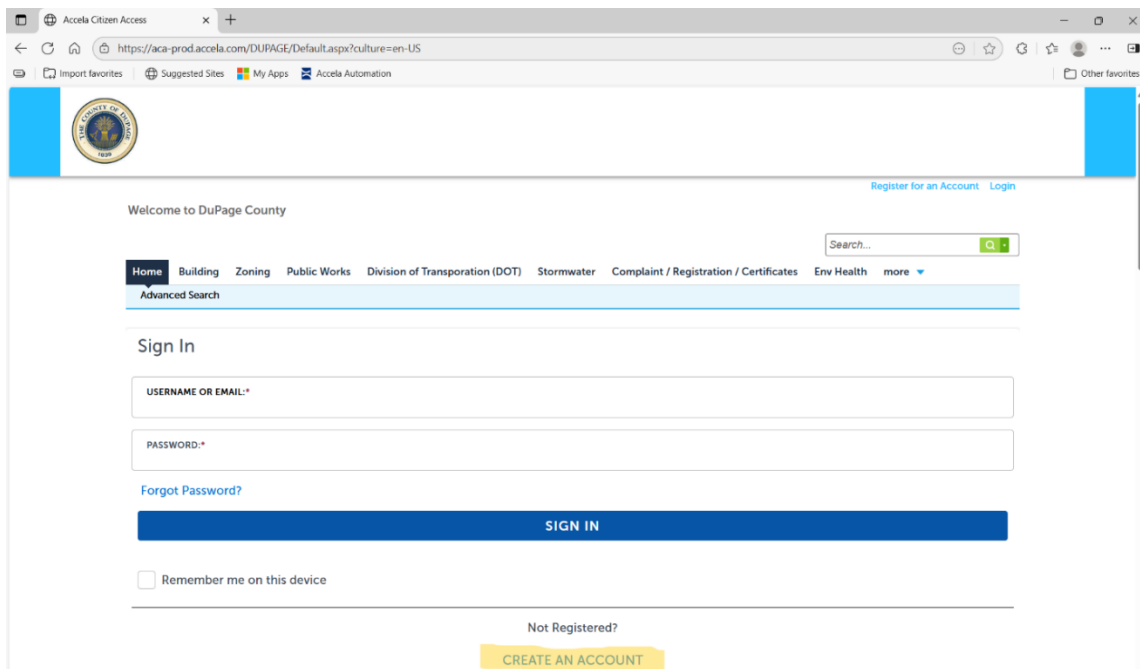
SIGN IN

☐ Remember me on this device

Not Registered?

CREATE AN ACCOUNT

2. Create an account or if you have an account log in.



This screenshot is identical to the one above, showing the Accela Citizen Access website. The 'CREATE AN ACCOUNT' button at the bottom is highlighted with a yellow background, indicating the next step in the process.

Welcome to DuPage County

Register for an Account Login

Search...

Home Building Zoning Public Works Division of Transportation (DOT) Stormwater Complaint / Registration / Certificates Env Health more

Advanced Search

Sign In

USERNAME OR EMAIL*

PASSWORD*

Forgot Password?

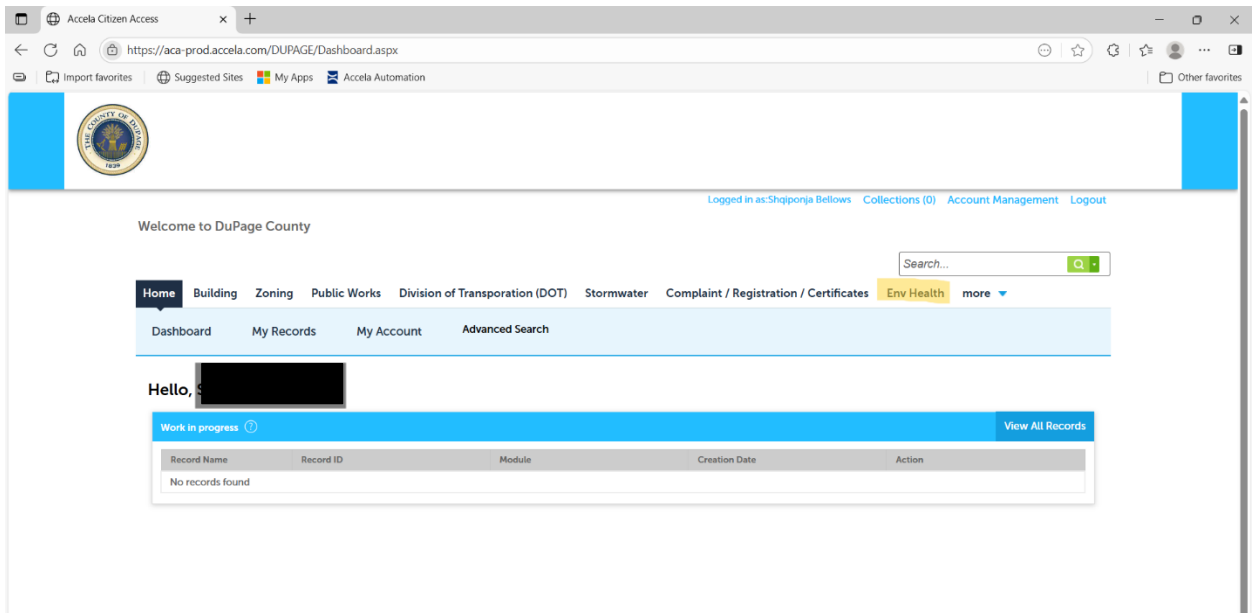
SIGN IN

☐ Remember me on this device

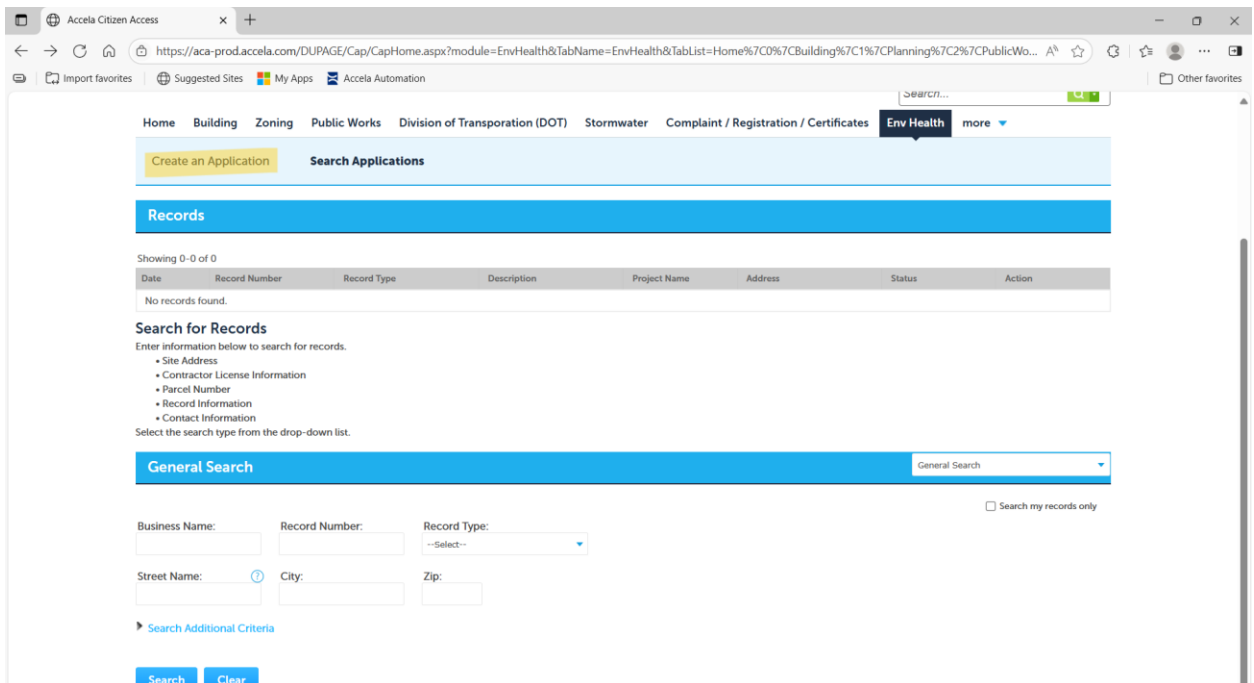
Not Registered?

CREATE AN ACCOUNT

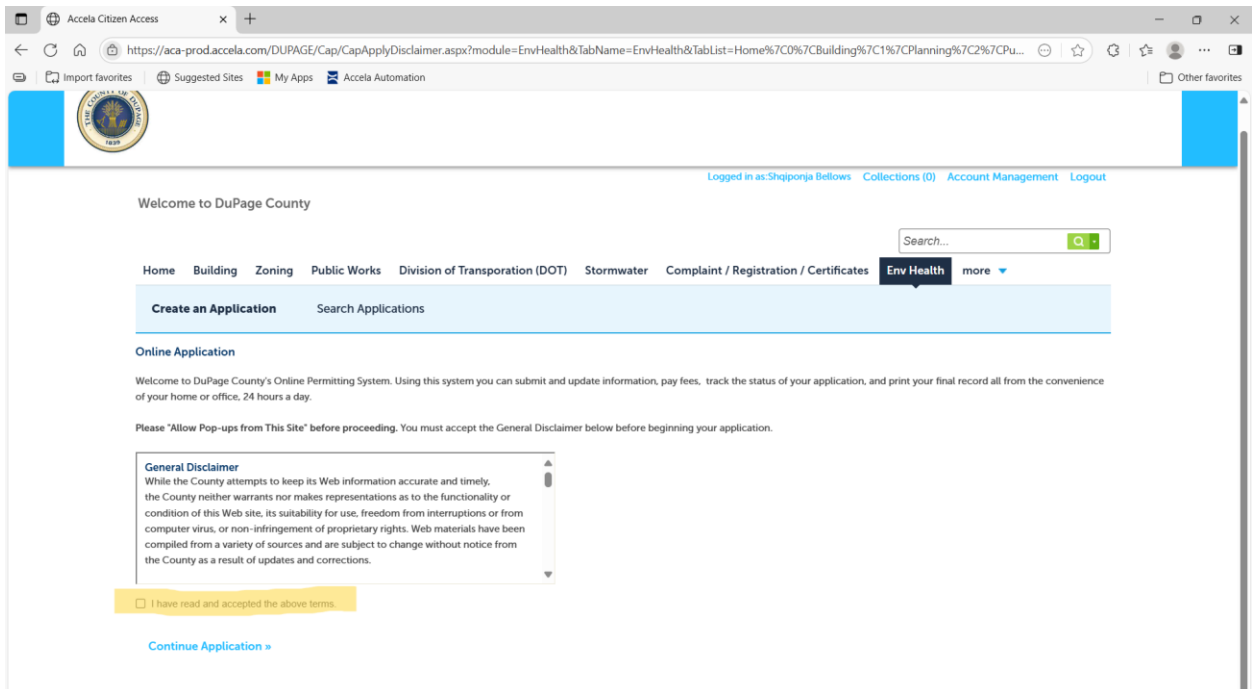
3. Click on Env Health that is in bold on top.



4. Click on create an application.



5. Read and accept the terms.



Accela Citizen Access

https://aca-prod.accela.com/DUPAGE/Cap/CapApplyDisclaimer.aspx?module=EnvHealth&TabName=EnvHealth&TabList=Home%7C0%7CBuilding%7C1%7CPlanning%7C2%7CPu...

Import favorites Suggested Sites My Apps Accela Automation

Logged in as: Shajponja Bellows Collections (0) Account Management Logout

Welcome to DuPage County

Home Building Zoning Public Works Division of Transportation (DOT) Stormwater Complaint / Registration / Certificates **Env Health** more

Create an Application Search Applications

Online Application

Welcome to DuPage County's Online Permitting System. Using this system you can submit and update information, pay fees, track the status of your application, and print your final record all from the convenience of your home or office, 24 hours a day.

Please "Allow Pop-ups from This Site" before proceeding. You must accept the General Disclaimer below before beginning your application.

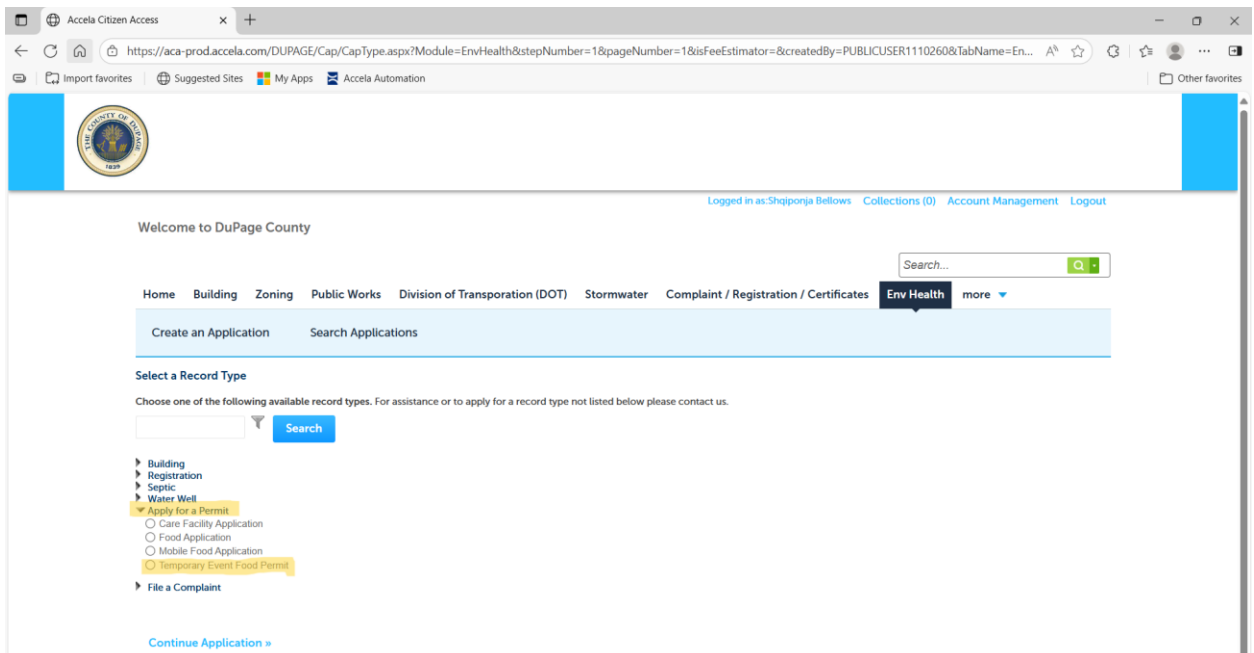
General Disclaimer

While the County attempts to keep its Web information accurate and timely, the County neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a variety of sources and are subject to change without notice from the County as a result of updates and corrections.

☐ I have read and accepted the above terms.

[Continue Application »](#)

6. Click on apply for a permit and choose the dot named Temporary Event Food Permit.



Accela Citizen Access

https://aca-prod.accela.com/DUPAGE/Cap/CapType.aspx?Module=EnvHealth&stepNumber=1&pageNumber=1&isFeeEstimator=&createdBy=PUBLICUSER1110260&TabName=En...

Import favorites Suggested Sites My Apps Accela Automation

Logged in as: Shajponja Bellows Collections (0) Account Management Logout

Welcome to DuPage County

Home Building Zoning Public Works Division of Transportation (DOT) Stormwater Complaint / Registration / Certificates **Env Health** more

Create an Application Search Applications

Select a Record Type

Choose one of the following available record types. For assistance or to apply for a record type not listed below please contact us.

Search

- Building
- Registration
- Septic
- Water Well
- ☒ Apply for a Permit
 - Care Facility Application
 - Food Application
 - Mobile Food Application
 - Temporary Event Food Permit**
- File a Complaint

[Continue Application »](#)

7. This will then take you to the steps you will need to fill out for the permit.

Accela Citizen Access

https://aca-prod.accela.com/DUPAGE/Cap/CapEdit.aspx?Module=EnvHealth&stepNumber=2&pageNumber=1&isFeeEstimator=&TabName=EnvHealth

Home Building Zoning Public Works Division of Transportation (DOT) Stormwater Complaint / Registration / Certificates **Env Health** more

Create an Application Search Applications

Temporary Event Food Permit

1 Location and Contacts 2 Event Information 3 Supporting Documentation 4 Review 5 Pay Fees 6

Step 1: Location and Contacts > Address

* indicates a required field.

Event Address

To search for your address; enter the complete address number into "Street No." and/or the complete street name without the street type into "Street Name" then click the Search button.

Street No: Direction: * Street Name: Street Type:

Unit Type: Unit No.:

City: State: * Zip:

[Continue Application »](#)