

**FOOD LICENSE APPLICATION
BOROUGH OF FANWOOD**

A food license is required for every establishment that sells, distributes or serves food/milk/ice cream etc. in the Borough of Fanwood and for food vendors attending special events.
All fees are non-refundable. Licenses are non-transferable.

I hereby make application for a license for the following (please check one): _____*Temporary Food License (\$50/good for 24 hours only) _____ Three day license \$150 (3 separate events in the same year)_____ Mobile Food license (ie: ice cream vendor)_____ Annual Food License _____ Milk License

1. Licensee Information

Please print all information clearly:

Name of Applicant _____ Email Address _____

Name of Owner _____ (If Corporation please attach list of the Officers of the Corporation or list of the Registered New Jersey Agent)

Name of Establishment or Association _____

Address _____ City _____ State _____ Zip _____

Home Telephone No. _____ Business Telephone No. _____

Please check one: _____ Partnership _____ Corporation _____ Individually Owned _____ Non-profit _____

Tax ID Number _____ OR Social Security Number _____

Type of Business (ie: fast food; restaurant; ice cream vendor etc.) _____
(Please sign section 3 below; One Day/Three Event Vendors fill in section 2 as well)

2. *Temporary ___(One Day) License ___(Three Event License) please complete the following:

Please list food and/or beverage to be served: _____

How many trucks or stands will you be operating? _____ Date of event: _____

Food will be prepared (please check one) On Site _____ Commercial Location (specify) _____

I will keep hot foods above 140 degrees by the following method: _____

**I UNDERSTAND THAT REFRIGERATION IS REQUIRED
(Storage of potentially hazardous foods on ice is strictly prohibited)**

I will keep cold foods below 40 degrees by the following method (check one) _____ Generator _____ other

If other, please specify _____

See reverse for special instructions pertaining to a TEMPORARY LICENSE FOR A ONE DAY event

I have a current Board of Health license in the following municipality in New Jersey _____

Will you be participating in any other events in Garwood, Mountainside, New Providence, Roselle Park, Summit, Springfield or Westfield? If yes, when _____

(Please sign section 3 below)

3. IF A LICENSE IS GRANTED, I AGREE TO ABIDE BY ALL OF THE RULES AND REGULATIONS OF THE BOARD OF HEALTH AND OF THE SANITARY CODE OF THE BOROUGH OF FANWOOD

Date: _____ Signature _____

MAKE CHECKS PAYABLE TO THE BOARD OF HEALTH – MAIL CHECK AND COMPLETED APPLICATION TO
75 N. MARTINE AVENUE, FANWOOD, NJ 07023

FOR OFFICE USE ONLY:

Licensing Year _____ License No. _____ Date Issued _____ Fee Paid
\$ _____ Expires _____

POTENTIALLY HAZARDOUS FOOD – DEFINITIONS

Potentially hazardous food is defined as any food which consists in whole or in part of milk or milk products, eggs, meat, poultry, fish, shellfish, edible crustacea, raw seed sprouts, heat treated vegetables and vegetable products, or other ingredients, in a form capable of supporting rapid and progressive growth of infectious or toxigenic microorganisms or the slower growth of *C. botulinum*. The term does not include foods which have a pH level of 4.6 at 75 degrees or a water activity value of 0.85 or less. The Department of Health may augment or prohibit the sale of certain potentially hazardous food when needed to ensure the service of safe food.

TIME-TEMPERATURE CONTROL

All potentially hazardous foods must be stored below 41 degrees Fahrenheit or above 135 degrees Fahrenheit. The food operator must obtain and utilize a thermometer at all times to monitor food temperatures.

Cold storage of potentially hazardous foods must be in refrigeration units supplied by either a gas or electric generator. If the refrigeration unit requires electric service a diagram must be submitted with the application noting the source of electric service. **Storage of potentially hazardous foods on ice is strictly prohibited.**

All refrigeration units must be provided with thermometers easily visible to the food operator.

All hamburgers must be cooked to 155 degrees Fahrenheit for 15 seconds to ensure that E Coli 157:H7 bacteria are killed. Hamburgers with pink centers are prohibited. Chicken must be cooked to 165 degrees Fahrenheit for 15 seconds. **The Fire Department must issue permits for cooking devices (propane etc.). Please call 908-322-5326 for specific instructions.**

CROSS CONTAMINATION

Raw or partially cooked potentially hazardous foods must be covered during refrigerated storage and must not be stored above cooked food items or other foods that may be subject to contamination.

When grilling hot dogs, hamburgers and/or other items on a grill, it is essential that cooked items do not come into contact with uncooked items. Raw hamburger cannot be placed on the grill with a utensil that comes into contact with cooked food items. Failure to follow these precautionary measures could result in hazardous bacteria such as E Coli 157:H7 contamination. All food items must be protected from contact with vermin at all times.

UTENSILS

Food vendors are required to use single service utensils and serving containers unless specific approval is granted from the Health Department.

HAND WASHING/FOOD PROTECTIONS

Food vendors may not contact exposed, ready to eat foods with their bare hands and shall use suitable utensils (ie: deli tissue, spatulas, tongs, single-use gloves or dispensing equipment) to handle these foods. When single-service gloves are used, they must be changed each time the employee handles money, eats, touches their hair or face etc... The use of gloves does not excuse the vendor from maintaining available soap, water, disposable towels and instant sanitizer to maintain proper hand-washing procedures.

GARBAGE

The applicant must provide or be provided with suitable and sufficient containers to hold all garbage, food waste, and litter between periods of garbage removal on the day(s) of the event.

The above precautionary guidelines are general and may not cover every situation. As such, all food vendors are required to contact the Westfield Regional Health Department at 908-789-4070 Extension 4090 for specific information and approval, prior to attempting to secure a Temporary Food License.

NOTE: A MINIMUM OF TEN BUSINESS DAYS ADVANCE NOTICE IS REQUIRED FOR SUBMISSION, REVIEW AND APPROVAL OF ALL COMPLETED APPLICATIONS – ABSOLUTELY NO EXCEPTIONS WILL BE MADE.

NO LICENSE WILL BE ISSUED PRIOR TO APPROVAL OF THE WESTFIELD HEALTH DEPARTMENT. ONCE APPROVED YOU CAN OBTAIN YOUR FOOD LICENSE BY CONTACTING COLLEEN HUEHN AT FANWOOD BOROUGH HALL, 75 N. MARTINE AVE., FANWOOD NJ 07023 – 908-322-8236 EXTENSION 126.

FOOD OPERATORS ISSUED LICENSES WILL BE SUBJECT TO RANDOM INSPECTIONS CONDUCTED BY THE HEALTH DEPARTMENT ON THE DAY OF THE EVENT. ANY VENDOR FOUND NOT IN COMPLIANCE WITH REQUIREMENTS OF THE HEALTH DEPARTMENT MAY BE SUBJECT TO REVOCATION OR SUSPENSION OF THEIR LICENSE(S) TO SELL FOOD.

