ALEXANDRIA TOWNSHIP
APPLICATION FOR PERMIT TO OPERATE A TEMPORARY FOOD CONCESSION

NAME OF THE EVENT: _____ DATE OF THE EVENT: _____

PLACE OF THE EVENT: _____ TIME OF EVENT: _____

NAME OF EVENT COORDINATOR: _____ TEL: DAY OF EVENT: _____
(The above person must be the designated person available on the day of the event to answer questions.)

NAME OF FOOD BOOTH: _____

TIME BOOTH WILL BE READY FOR INSPECTION: _____

NAME OF FOOD BOOTH OWNER: _____ TEL: _____
E-MAIL ADDRESS: _____ @ _____ . _____
MAILING ADDRESS:
_____

NUMBER OF FOOD BOOTHS: _____ (NOTE: a $ _____ fee made payable to _____
(Must accompany this application)

1. WHERE WILL FOOD BE STORED AND/OR PREPARED PRIOR TO THE EVENT? (STORAGE FACILITY MUST BE A LICENSED FACILITY – ITEMS MAY NOT BE STORED IN A PRIVATE HOME. NO FOODS MAY BE PREPARED IN A PRIVATE HOME)
NAME OF ESTABLISHMENT: _____ INSPECTED BY: _____

ADDRESS: _____

2. HOW WILL YOU KEEP FOOD COLD? (41 DEGREES F.) ON SITE (at sales booth?)
(examples: Food requiring refrigeration includes raw and previously cooked meats; poultry; fish; vegetables; salads; eggs and dairy products). _____

3. HOW WILL YOU KEEP HOT FOOD HOT (135 DEGREES F.) ON SITE (at sales booth?)
(Examples: cooked, ready-to-serve meats; poultry; seafood; tofu; cooked onions and peppers; potatoes; beans; falafel; chili; bar b Que; "veggie burgers"; etc.) _____

4. HOW WILL YOU PREVENT BARE HAND CONTACT WITH READY-TO-EAT FOODS?
_____

5. DESCRIBE THE HANDWASHING FACILITIES AT YOUR BOOTH:
_____

6. DESCRIBE THE WAREWASHING FACILITIES IN YOUR BOOTH:
_____

7. DESCIBE THE METHOD OF SOLD WASTE DISPOSAL AND MANDATORY RECYCLING OF MATERIALS AT YOUR BOOTH (REQUIRED) _____

8. LIST ALL FOOD AND BEVERAGE ITEMS THAT WILL BE SERVED:
_____ _____ _____ _____
_____ _____ _____ _____

9. I agree to abide by the regulations attached to this application per N.J.A.C. 8:24 et. Seq.

_____ _____
APPLICANT'S SIGNATURE DATE

(OFFICIAL USE ONLY) APPROVED YES_____ NO_____	Payment Received _____	Temporary Food License Number: _____

Hunterdon County
Department of Public Safety
Division of Public Health Services

www.co.hunterdon.nj.us/health.htm

REGULATIONS FOR TEMPORARY RETAIL FOOD ESTABLISHMENTS

LICENSING:

1. A temporary retail food establishment is any vendor selling or giving away food and beverages for immediate consumption in conjunction with a single event or celebration for no more than 14 consecutive days.

2. All temporary retail food establishments must apply for and display a temporary food license for the time period they intend to operate. The license is issued by the local Board of Health Secretary or Municipal Clerk. **(Temporary licenses must be applied for and issued at least 7 days prior to the start of the event.)**

SANITATION AND SET UP:

3. Hand washing facilities MUST be provided within the booth. The set up must include:

_____ 5 Gallon covered container with spigot.
_____ 5 Gallon waste water collection container.
_____ Liquid Hand Soap.
_____ Individual disposable paper towels for drying hands.
_____ Waste basket for used towels.
_____ A sign to remind food employees to wash their hands frequently

(If there is no food preparation and only product samples are being offered then Hand Sanitizers or pre-treated cleansing toweletts may be utilized.)
(8:24-2.3(f)/6.7A

4. Employees shall wash their hands and exposed arms before engaging in food preparation and after:
   a.using a toilet **b.** touching human body parts **c.** coughing, sneezing or using tobacco, eating, drinking **d.** after touching soiled equipment **e.** after touching raw food **f.** during food preparation as often as necessary **g.** before donning gloves for working with foods **h.** after hands become contaminated.
   (8:24-2.3(f1-9)

5. All food ingredients and ice shall be purchased from an approved commercial source or commissary and shall be prepared in a licensed and inspected commercial facility or on site. ***(Food prepared in private homes for public distribution or sale is prohibited)*** **(8:24-3.2(a)1-2**

6. Drinking water shall be obtained from an approved source that is operated in accordance with the New Jersey Safe Drinking Water Act. It must be sampled, tested and conveyed using safe, water quality apparatus. **(8:24-5.1a – j)**

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7. **NO BARE HAND CONTACT.** Food employees may not contact exposed, ready-to-eat food with bare hands. Single use, disposable gloves and/or suitable utensils to use to prevent bare hand contact with ready-to-eat foods. **(8:24-3.3(a)2**

8. Foods that require temperature control for safety (TCS) shall be maintained at the proper temperatures. **Cold** TCS foods shall be maintained at **41 degrees F** or below. **Hot** TCS foods shall be maintained at **135 degrees F** or above. **(8:24-3.5 f 1-2)**

9. There must be sufficient hot and cold holding units to maintain TCS foods at their proper temperatures with accurate thermometers inside the units to monitor the ambient temperature. **(8:24-4.2c-7)**

10. Bi-metal, thin probe stem thermometers must be utilized to check and monitor hot and cold food temperatures. A small diameter, thin tipped thermometer designed for monitoring thin meat patties is best.**(8:24-4.2c-1-2)**

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11. Grills, stoves, and other equipment to rapidly cook and reheat foods must be provided. Previously cooked, then cooled foods must be rapidly reheated (within 2 hours) to 165 degrees F on a grill or stove before serving. ***(The use of slow cookers, crock pots, steam tables, Baines maries or other warmers to <u>reheat</u> foods is prohibited).*** **(8:24-3.4g4)**

12. Three (3) plastic tubs for manual dishwashing shall be provided to wash, rinse and sanitize food service equipment and utensils. Provide an area for air drying cleaned and sanitized equipment. **(8:24-4.8a-1)**

13. An approved chemical sanitizer (chlorine, Iodine or quaternary ammonium compound) must be available and prepared in solution to the proper concentration. The proper test kit must be available to monitor the concentration of the sanitizing solution. **(8:24-4.8j1,3 & 4.8k)**

14. Chemical sanitizers shall be prepared to the proper concentrations. ***Food contact surfaces must be cleaned and sanitized at least once every four hours.***
    a. Chlorine solution @75 degrees F shall be 50 - 100 ppm (mg/L).
    b. Iodine solution @ 75 degrees F shall be 12.5 to 25 ppm (mg/L).
    c. Quaternary ammonium compound shall be per manufacturers directions. Commonly @75 degrees F a QAC shall be 150ppm to 400ppm (mg/L).

    (8:24-4.8j1-3)

15. Food shall be protected from contamination while being stored, served or displayed by using protective covers, sneeze guards, wraps and elevated platforms to keep it at least 6" above the ground. **(8:24-3.3f & t)**

16. Molluscan Shellfish shall be from an approved source certified by the State of New Jersey. All identification tags that accompany the shellfish must remain with the shellfish until the shellfish is entirely consumed and then the identification tag must be retained and held by the vendor in chronological order for 90 days.**(8:24-3.2r).**

17. Waste receptacles with liners and covers for food waste and trash must be provided. Receptacles for **recyclable materials** shall also be provided. The area around the temporary establishment must be kept clean and free of litter, refuse and garbage at all times. **(8:24-5.5a)**

18. All dirt, gravel or partially grass covered areas located with in the food preparation area shall be covered with duckboards, mats, cleanable wooden platforms or other material acceptable to the Health Authority shall be put down to prevent dirt and dust from rising up . **(8:24-6.1(a) 2).**

19. Food workers shall wear clean clothing and wear hair restraints in the form of a cover that will prevent hair from falling into the food. **(8:24-2.3k/2.4c1)**

20. The Inspector may establish additional structural or operations requirements as necessary to ensure that food remains safe and the establishment is sanitary.

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www.co.hunterdon.nj.us/health.htm

TEMPORARY FOOD VENDOR PRE-INSPECTION CHECKLIST

THE FOLLOWING ITEMS MUST BE ON SITE:

	PROVIDED
1. **VALID TEMPORARY RETAIL FOOD LICENSE ISSUED BY THE MUNICIPALITY IN WHICH THE EVENT IS LOCATED**	
2. **HANDWASHING FACILITY CONTAINING:**	
• 5 GALLON COVERED CONTAINER WITH SPIGOT	
• 5 GALLON WASTE WATER CONTAINER	
• LIQUID HAND SOAP	
• INDIVIDUAL DISPOSABLE TOWELS	
• WASTE BASKET AND HANDWASHING SIGN	
3. ~~SINGLE USE DISPOSABLE GLOVES AND UTENSILS~~	
4. HAIR COVERING (HATS, HAIR NETS, ETC.)	
5. ICE AND FOOD PURCHASED AT AN APPROVED SOURCE	
6. 3 PLASTIC TUBS FOR MANUAL WASH, RINSE AND SANITIZING OF EQUIPMENT AND UTENSILS	
7. AREA FOR AIR DRYING OF EQUIPMENT AND UTENSILS	
8. APPROVED SANITIZER(CHLORINE OR QAC) WITH PROPER TEST KITS	
9. LABELED SPRAY BOTTLES FOR SANITIZING SOLUTION	
10. THIN PROBE FOOD STEM THERMOMETERS	
11. THERMOMETORS FOR ALL REFRIGERATORS, FREEZERS AND ICE CHESTS	
12. HOT BOXES, STEAM TABLES, CHAFING DISHES WITH COVERS.	
13. PROTECTIVE SHIELDS/ SNEEZE GUARDS/PLASTIC WRAP/FOIL TO PROTECT FOOD	
14. CUTTING BOARDS AND FOOD PREP AREAS THAT ARE EASILY CLEANABLE	
15. PLATFORMS TO KEEP FOOD AND SUPPLIES UP 6 INCHES OFF THE GROUND	
16. DUCK BOARD,MATS OR OTHER GROUND COVERING FOR DIRT,GRAVEL OR PARTIALLY GRASS COVERED AREAS	
17. WASTE AND RECYCLING RECEPTACLES WITH LINERS AND COVERS	

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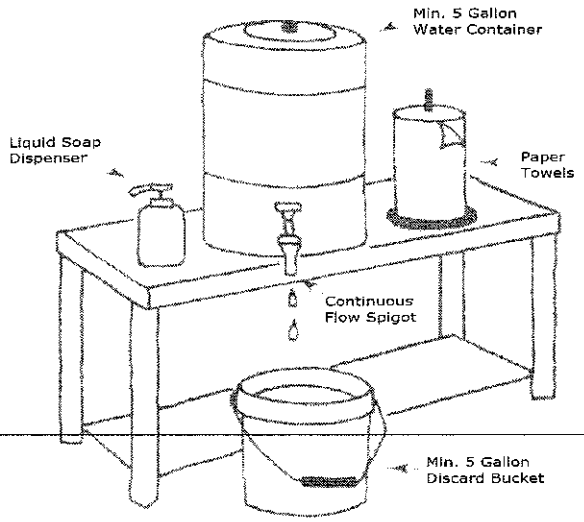
HAND-WASHING & UTENSIL-WASHING REQUIREMENTS FOR TEMPORARY FOOD FACILITIES

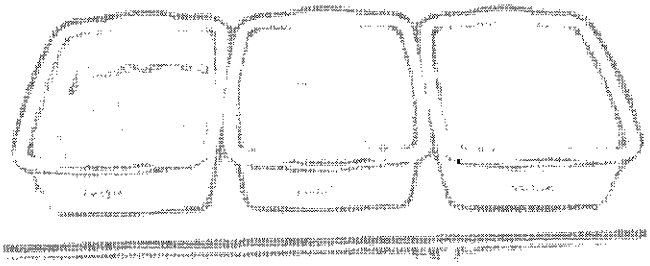
Hand-washing facilities, separate from the utensil washing area, shall be provided. Hand-washing facilities shall be located within each temporary food stand and conform to the diagram below:



Utensil Washing Facilities

Booths with food preparation require three (3) containers for the cleaning of equipment, utensils, and for general cleaning purposes. One shall contain soapy water, one shall have clean water for rinsing and the last a bleach/water solution for sanitizing.

Note: Additional facilities, such as a sink with running water, may be required when there is extensive food preparation or where water, power, and sewer connections are available.



Wash **Rinse** **Sanitize**

Immerse into a sanitizer solution of 1 teaspoon of household bleach per gallon/ 50 - 100 ppm of water for 60 seconds, then air dry.

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SHORT EASY REMINDERS FOR HEALTHY FOOD SERVICE

WASH YOUR HANDS/FINGERNAILS: Thoroughly wash your hands with warm water and soap before beginning any food preparation activity, after visiting the restroom, after each break, after smoking, sneezing or coughing, handling raw foods, garbage or other activity that soils your hands. Wash for 20 seconds which should include 10 seconds of vigorous lathering. Clean and wash under fingernails, rinse and dry.

KEEP COLD FOODS BELOW 41°: Check refrigeration temperatures regularly and store all foods that require temperature control for safety in refrigerated storage.

KEEP HOT FOODS ABOVE 135°: Check temperatures of foods in steam tables and hot display units regularly.

DO NOT WORK IF YOU ARE ILL: Report illness to your supervisor and stay away from food handling activities.

PREVENT BARE HAND CONTACT WITH READY TO EAT FOODS: Use utensils or single use gloves, service paper or other approved barriers when handling ready to eat foods.

NO SMOKING: Absolutely, no smoking in work areas. Wash your hands after smoking, before returning to work.

USE POTABLE WATER: Potable water shall be provided for hand washing and cleaning purposes. Potable water must be from an approved source and stored in an appropriate container. The container must have a spigot for the dispensing of water. There must be a 5 gallon waste water collector. Soap dispensers, individual disposal towels and a sign to remind food employees to wash hands must also be provided.

WEAR CLEAN CLOTHING: Wear clean uniforms including aprons, hats and other garments. Always store coats and other personal belongings away from food preparation areas.

WEAR HAIR COVERINGS: Hair coverings and restraints for hair must be used to prevent possible contamination of foods and utensils.

CLEAN ALL WORK AREAS: Remember "if you have time to lean, you have time to clean!"

Following these guidelines will protect public health and promote safe food handling!!!!

Reminders for Health Food Service (01/17/14)

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