



Incorporated 1897

Borough of Chatham

BOROUGH HALL
54 FAIRMOUNT AVENUE
CHATHAM, NEW JERSEY 07928

Tel: 973-635-0674 • ChathamBorough.org

Return Application & Fee to:
CHATHAM BOROUGH
CLERK'S OFFICE

TEMPORARY FOOD VENDOR LICENSE APPLICATION

APPLICATION MUST BE RECEIVED SEVEN (7) BUSINESS DAYS PRIOR TO THE EVENT FOR REVIEW & PROCESSING

TEMPORARY FOOD VENDOR TYPE (Check One)

- Farmer's Market - \$60.00
- Single event (up to 24 hour period) - \$40.00

A Temporary Food License is required for each stand/truck participating in a temporary event. It is the responsibility of each business owner to be aware of the licensing requirements and to follow up accordingly.

NAME OF EVENT: _____

Event location: _____ Event Date(s) & Time: _____

BUSINESS NAME _____

APPLICANT INFORMATION

Applicant Name: _____

Address: _____

Email Address: _____

Primary Telephone # _____ Secondary Telephone # _____

Business Owner's Name _____

Business Address: _____

Email Address: _____

Primary Telephone # _____ Secondary Telephone # _____

HOW MANY FOOD TRUCKS/STANDS WILL YOU BE OPERATING AT THE EVENT? _____

FOODS WILL BE PREPARED (Check One): On Site Commercial location (Specify) _____

I WILL KEEP HOT FOODS ABOVE 135 DEGREES FAHRENHEIT BY THE FOLLOWING METHOD:

I WILL KEEP COLD FOODS FROZEN OR BELOW 41 DEGREES FAHRENHEIT BY THE FOLLOWING METHOD:

CURRENT FOOD HANDLER TRAINING IS A REQUIREMENT UNDER STATE LAW LIST NAME OF PERSON[S] WHO ATTENDED A NJ FOOD HANDLERS' TRAINING COURSE:

Name: _____ Date Attended: _____

Name: _____ Date Attended: _____

I HAVE A CURRENT BOARD OF HEALTH LICENSE IN THE FOLLOWING NJ TOWN(S):

ARE YOU PARTICIPATING IN ANY EVENTS IN THE TOWNS OF WESTFIELD, FANWOOD, GARWOOD, NEW PROVIDENCE, MOUNTAINSIDE, ROSELLE PARK, OR SUMMIT? Yes No

If Yes, please indicate which towns: _____

Please note that licensing is done by each municipality independently. A food vendor license must be secured in each municipality where the event is being held.

PLEASE ATTACH THE FOLLOWING DOCUMENTS TO YOUR APPLICATION:

- Copy of your local Sanitary Inspection Report.** (Check box if attached to application)
- Copy of your current Rating Placard.** (Check box if attached to application)
- Copy of Food Handlers Training Certificate(s).** (Check box if attached to application)
- Commissary Agreement if you are utilizing a commercial kitchen.** (Check box if attached to application)

I UNDERSTAND THAT THE TEMPORARY FOOD VENDOR LICENSE IS NON-TRANSFERABLE, NON-REFUNDABLE AND IS GRANTED FOR THE PERIOD DESIGNATED ON THE LICENSE. Furthermore, the license may be revoked upon violation of any pertinent requirements of the Board of Health and/or the laws of the State of New Jersey.

Signature of Applicant

Applicant's Title

Date

OFFICE USE ONLY

Application Received by: _____

Date Received: ____ / ____ / _____

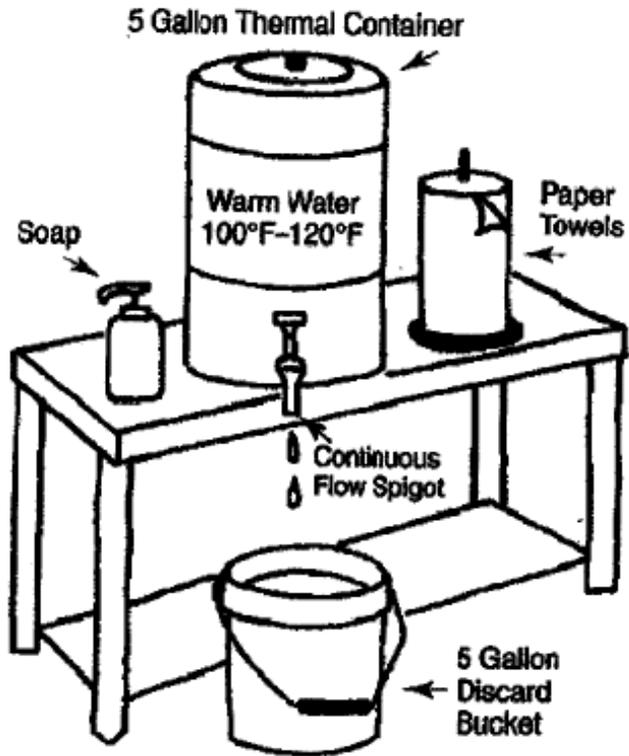
Fee Received \$ _____ Cash Check # _____

Reviewed and Approved by: _____

Signature of Inspector

Comments: _____

Temporary Hand Washing Station



The temporary hand washing station shall consist of at least a 5-gallon insulated container with spigot that provides a continuous flow of warm (100°F- 120°F) running water, soap, paper towels, reminder sign, and a 5-gallon bucket to collect the dirty water.

Temporary Event Warewashing Station Setup

Wash Rinse Sanitize



Temporary Event Warewashing Station Setup must include three basins as follows:

- (1) A wash basin filled with soapy water;
- (2) A rinse basin filled with clean water;
- (3) A sanitize basin filled with water and a sanitizing agent such as:
 - (a) Chlorine bleach at 50-100 ppm* or
 - (b) A quaternary ammonium compound (QAC) at the concentration designated by the manufacturer; and
- (4) Test strips for testing the concentration of sanitizer.

Note: Each basin must be large enough to accommodate your largest utensil.

*Approximately ½ teaspoon of bleach per 1 gallon of water

