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Incorporated 1897

# Borough of Chatham

BOROUGH HALL  
54 FAIRMOUNT AVENUE  
CHATHAM, NEW JERSEY 07928

973-635-0674 • ChathamBorough.org

Return Application and Fee to  
CHATHAM BOROUGH  
CLERK'S OFFICE

## BOARD OF HEALTH 2022 RETAIL FOOD LICENSE APPLICATION

PLEASE CHECK ONE:	<u>Number of Seats</u> <u>In Food Establishment</u>	<u>Fee</u>
<input type="checkbox"/> Retail Food Establishment* - under 2,000 sq. ft.	_____	\$110.00
<input type="checkbox"/> Retail Food Establishment* - 2,000 – 5,000 sq. ft.	_____	\$160.00
<input type="checkbox"/> Retail Food Establishment* - 5,000 – 10,000 sq. ft.	_____	\$190.00
<input type="checkbox"/> Retail Food Establishment* - over 10,000 sq. ft.	_____	\$500.00
*Retail Food Establishments include restaurants, food markets, pharmacies, taverns, liquor stores, Nursing homes, day care facilities, nursery schools and for-profit schools.		
<input type="checkbox"/> Mobile Retail Food Establishment		\$125.00
<input type="checkbox"/> Catering		\$125.00
<input type="checkbox"/> Pharmacy/Package Goods Only		\$60.00
<input type="checkbox"/> Pet Shop/Kennel		\$25.00
<input type="checkbox"/> Non-Profit (School, Church, etc.)		\$0.00

### OTHER FEES, IF APPLICABLE:

<input type="checkbox"/> Late Fee	\$50.00
[will be applied to renewal applications postmarked or received after December 31]	
<input type="checkbox"/> Reinspection Fee (1 <sup>st</sup> offense)	\$75.00
<input type="checkbox"/> Reinspection Fee (2 <sup>nd</sup> and subsequent offense)	\$125.00
<input type="checkbox"/> Plan Review Fee	\$175.00
<input type="checkbox"/> Plan Alterations Review Fee	\$125.00
<input type="checkbox"/> Food Handlers Course Fee	\$40.00
<input type="checkbox"/> Grease Trap Inspection Fee	\$75.00

### APPLICANT INFORMATION:

Check one:       Individual       Partnership       Corporation

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

Primary Phone: \_\_\_\_\_

Secondary Phone: \_\_\_\_\_

**IF AN INDIVIDUAL OR PARTNERSHIP:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

Primary Phone: \_\_\_\_\_

Secondary Phone: \_\_\_\_\_

**IF A CORPORATION:**

Corporate Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

Primary Phone: \_\_\_\_\_

Secondary Phone: \_\_\_\_\_

**Corporation's Registered Agent:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

Primary Phone: \_\_\_\_\_

Secondary Phone: \_\_\_\_\_

**NAME OF PERSON[S] WHO ATTENDED THE FOOD HANDLERS' TRAINING SEMINAR  
(CURRENT FOOD HANDLER TRAINING REQUIRED):**

Name: \_\_\_\_\_ Date Attended Training Seminar: \_\_\_\_\_

Name: \_\_\_\_\_ Date Attended Training Seminar: \_\_\_\_\_

**PLEASE ATTACH COPY(IES) OF FOOD HANDLERS' TRAINING CERTIFICATE(S)**

**DESCRIPTION OF FOOD SERVICES PROVIDED:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SERVICE PROVIDERS** (Complete if applicable)

**EXTERMINATOR:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Primary Phone: \_\_\_\_\_

**COOKING OIL WASTE CONTRACTOR:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Primary Phone: \_\_\_\_\_

**VENTILATION HOOD CLEANING CONTRACTOR:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Primary Phone: \_\_\_\_\_

**SOLID WASTE CONTRACTOR:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Primary Phone: \_\_\_\_\_

**IN CASE EMERGENCY CONTACT:**

Name: \_\_\_\_\_

Primary Phone: \_\_\_\_\_

Secondary Phone: \_\_\_\_\_

**I AGREE** to conduct the premises in conformance with Chapter 24 of the State Sanitary Code; Ordinances of the Borough of Chatham and the Chatham Borough Health Department relating to the conduct of such business. The information provided in my application is true and complete. I understand that false or misleading statements may be cause for suspension or revocation of the food license.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Applicant's Title

\_\_\_\_\_  
Date

**INCOMPLETE APPLICATIONS WILL BE RETURNED.**

**Return completed application and fee to:**

CHATHAM BOROUGH CLERK'S OFFICE  
54 Fairmount Avenue  
Chatham, New Jersey 07928  
Attn: Borough Clerk