



TOWN OF STOUGHTON BOARD OF HEALTH
 10 Pearl St. Stoughton, MA 02072
 Office (781)341-1300 ext. 9273 Fax (781)341-1086

TEMPORARY FOOD EVENT/OPERATION APPLICATION

PLEASE PRINT CLEARLY

PAYMENT IS DUE WITH APPLICATION

 Name of Establishment/Business Operator Contact Telephone

 EVENT Name and LOCATION Date(s) of Event Hours of Operation

 Operator Mailing Address Email Address

1) Before completing this application have you read the "Guidelines for Temporary Food Event Vendors"? YES NO

2) MENU: **Attach a menu or list of all items** to be prepared, packaged or served. Any **changes** to this list must be submitted and approved by B.O.H. at least **7 days prior** to event.

3) Name of person holding a **Certified Food Protection Manager with Allergen Awareness Training**: _____

Please provide copies of these certificates

4) Will all foods be prepared at the Temporary Food Booth?

YES – Please **fill out SECTION B** below

*NO – Please **fill out SECTION A & B** below

* Please **attach a copy** of the current food establishment/home of operations **permit for the "Commercial Kitchen" used or "Residential Kitchen" used to produce end product.**

SECTION A – At the approved kitchen

List Time/Temperature Control for Safety Food (TCS FOODS) items and for each item, check which preparation procedure will occur:

<u>FOOD:</u>	<u>Thaw</u>	<u>Cut/ Assemble</u>	<u>Cook</u>	<u>Cool</u>	<u>Cold Hold</u>	<u>Reheat</u>	<u>Hot Hold</u>	<u>Portion Pkg.</u>
1)								
2)								
3)								
4)								
5)								
6)								
7)								

SECTION B – At the booth

<u>FOOD:</u>	<u>Thaw</u>	<u>Cut/ Assemble</u>	<u>Cook</u>	<u>Cool</u>	<u>Cold Hold</u>	<u>Reheat</u>	<u>Hot Hold</u>	<u>Portion Pkg.</u>
1)								
2)								
3)								
4)								
5)								
6)								
7)								

SECTION C – Mobile Food Truck
Mobile Food Information Per Truck/Push Cart

Vehicle Information

Business Name on Vehicle: _____

Make of Vehicle: _____

Model of Vehicle: _____

State registration number: _____

Hawkers and peddlers number: _____ Expiration date: _____

Food Protection Procedures:

Open flame: () Yes () No

Propane: () Yes () No

Do you sell potentially hazardous foods? () Yes () No

Food Product(s) cooked on truck () Yes () No

Method of keeping hot food 140° F:

() Heated Unit; Explain: _____ () Other; Explain: _____

Method of keeping cold food 41° F:

() Ice; Explain: _____ () Other; Explain: _____

Hot and cold running water provided? () Yes () No

Gloves worn when handling ready to eat foods? () Yes () No

PROVIDE ONE (1) CURRENT TRUCK INSPECTION REPORT DONE WITHIN SIX (6) MONTHS

PROVIDE 2 CURRENT MOBILE FOOD PERMITS WITH OTHER TOWNS

5) List all Food Source(s): _____

6) Water Supply: Public Water Supply On-site Ice Source: _____

7) Wastewater Storage: _____ Disposal: _____

8) Garbage Storage: _____ Disposal: _____

9) Plan Review

A) Draw a sketch of your booth/trailer food prep area. Identify all equipment including hand wash facility, dish wash facility, ranges, ovens, refrigerators, worktables, food storage, trash receptacle, etc...

B) Describe floor, wall and ceiling surfaces: _____



TOWN OF STOUGHTON BOARD OF HEALTH

10 Pearl St. Stoughton, MA 02072
Office (781)341-1300 ext. 9273 Fax (781)341-1086

GUIDELINES FOR TEMPORARY FOOD EVENT VENDORS

In order to insure a safe and sanitary food supply, your temporary food establishment permit is issued based on the following conditions:

1. Application must be filed at least seven (7) days prior to event(s).
2. No permit to operate a Temporary Food Establishment will be issued unless arrangements are made for a pre-opening inspection conducted by the Health Department inspectors.
 - A.** Applicants must contact the Board of Health office at least forty-eight (48) hours in advance to schedule an inspection
 - B.** At the time of inspection, booth or cart must be **fully operational** (electricity, refrigeration, running water, etc.)
 - C.** A pre-opening inspection will be conducted Monday through Friday during normal town hall work hours of operation. If a weekend or an evening inspection is required after 4PM, additional fees will be assessed.
3. All permits issued by the Board of Health must be conspicuously displayed on-site.
4. Only non-potentially hazardous foods or potentially hazardous foods requiring minimal preparation may be served. Only those foods specifically stipulated on the permit may be served.
5. Foods including ice must be obtained from an approved commercial source. Proof of source (i.e. boxes receipts, etc.) must be on-site.
6. Will post consumer advisories for raw or undercooked animal foods, if preparing meat, fish, poultry, or eggs cooked to order.
7. **Temperature requirements – storage, display and transportation:**
 - A.** Units shall be capable of maintaining:
 - Refrigeration at 41°F or below – Freezer at 0°F or below
 - Hot storage at 140°F or above
 - B.** All Time/Temperature Control for Safety Foods must be kept either above 140°F or below 41°F.
 - C.** Calibrated metal stem type thermometers must be used to test temperatures and thermometers must be accurate to +/- 2°F with a minimum range of 20 - 170°F
 - D.** Storage of food in contact with water or un-drained ice is prohibited.
 - E.** Wrapped sandwiches or wrapped potentially hazardous foods will not be stored in direct contact with ice or direct sunlight.

- F.** All foods and drinks and condiments shall be handled and stored in such a manner so as to prevent contamination; single service pre-packaged items are preferred (i.e. covered & stored in clean containers, kept off the ground)
- G.** Trash bags shall not be used to store food.
- H.** Food handling must be minimized, using tongs, plastic gloves, napkins etc.

8. Plumbing requirements:

- Three compartment sinks and a hand-washing sink must be provided for all food preparation operations.
- Enough potable water must be provided for all food preparation, cleaning and hand-washing.
- Running water with liquid soap and disposable paper towels for hand-washing shall be available.
 - a.** A portable hand-washing sink is preferred; or a three (3) to five (5) gallon container of water with a spout used in conjunction with a dump bucket or retention tank is acceptable to collect liquid waste water from hand washing. A trash receptacle for disposal of paper towels is required.

9. Structural elements:

- A.** Floors must be cleanable and in good repair, i.e. plywood or vinyl flooring, blacktop or hard surface – cannot be on grass or raw dirt surface.
- B.** Walls must be constructed to prevent entrance of insects into food prep area.
- C.** Ceilings must protect interior food prep area from weather.
- D.** Service openings shall be no larger than necessary
- E.** Lighting must have protective shields.
- F.** Cooking area must be restricted from public access by physical barriers, i.e. counters, temporary fencing, restricted access signage and/or mesh screening as may be necessary to insure public health and employee safety.

10. Sanitation requirements:

- A.** All food handlers shall wash their hands before starting work, after utilizing toilet facilities, after smoking, before handling food and whenever necessary to maintain sanitary conditions.
- B.** All equipment, utensils and containers shall be maintained in a clean and sanitary condition.
- C.** Spray sanitizer for food contact surfaces and a **test kit** are required; Quaternary Ammonia at a ratio of 200 parts per million is preferred sanitizing solution (available at restaurant supply and home improvement stores).
- D.** Smoking is prohibited in all food service and dining areas; smoking is also prohibited in all food service court areas and /or within fifteen (15) feet perimeter surrounding cart, booth or food storage area and further distance if smoke migrates into employee work or food service areas.
- E.** No smoking signs must be posted in food preparation area and access points visible to consumers.
- F.** Garbage must be stored in receptacles with covers or lids and refuse/trash shall be disposed of in a satisfactory and frequent manner. Premises shall be kept clean at all times.

Daily re-inspections may occur unannounced for any multi-day events. If any of these conditions are not met, or violations are found during a re-inspection, your Temporary Food Establishment Permit may be immediately revoked and you will be asked to cease operation and leave the event.

If you have any questions, please contact the Stoughton Health Department at 781-341-1300 ext. 9273.

These guidelines are to be on site for reference at all times during period of operation.

Permit Holder's Name

Date(s) of Operation