

Borough of Ramsey

HEALTH DEPARTMENT
33 N. CENTRAL AVENUE
RAMSEY, NJ 07446
PHONE: 201-825-3400 Ext. 246 FAX: 201-825-7120

Health Dept. Use Only
License # 2015 -
Check No.
Cash:
Date:

TEMPORARY FOOD LICENSE APPLICATION

FEE: \$55.00 PER VENDOR

NAME OF EVENT OR FUNCTION: _____

LOCATION: _____ **DATE(S) / HOURS OF EVENT:** _____

EVENT SPONSOR: _____

SPONSOR/COORDINATOR NAME: _____ **PHONE #** _____

LICENSE INFORMATION:

NAME/COMPANY: _____

ADDRESS: _____

PHONE # _____ **FAX#** _____

CONTACT PERSON: _____

NAME OF PERSON-IN-CHARGE AT EVENT (MUST BE KNOWLEDGEABLE IN SAFE FOOD HANDLING):

BEST PHONE NUMBER TO REACH PERSON-IN-CHARGE: _____

LIST FOODS AND BEVERAGES TO BE SERVED AND WHERE YOU OBTAIN THEM FROM:

READY-TO-EAT, NO PREP _____

ITEMS COOKED AND/OR PREPARED ON SITE _____

FOODS COOKED AND COOLED IN ADVANCE _____

IF ANY FOODS ARE COOKED OR PREPARED IN ADVANCE AT A LOCATION OTHER THAN YOUR BASE OR OPERATION, LIST THEM HERE AND STATE WHERE YOU OBTAIN THEM: _____

SPECIFY THE TYPE(S) OF CONTAINER(S) YOU WILL USE TO TRANSPORT THE FOLLOWING FOODS TO THE EVENT AND HOW MUCH TIME EACH WILL SPEND IN-TRANSIT:

FROZEN FOODS: _____

COLD FOODS (41°F and below): _____

HOT FOODS (135°F and above): _____

BARE HAND CONTACT WITH READY TO EAT FOODS IS PROHIBITED. INDICATE METHOD YOU WILL USE TO ASSEMBLE / PREPARE / SERVE READY-TO-EAT FOODS: _____

SOURCE OF POTABLE WATER: _____
(PRIVATE WELL WATER IS NOT PERMITTED)

EMPLOYEE HANDWASHING: METHOD AT BOOTH WHERE FOOD IS MADE OR SERVED: _____

METHOD FOR WASHING/SANITIZING UTENSILS: _____

REMOVAL COMPANY (IF APPLICABLE): _____

FREQUENCY OF REMOVAL: _____

TYPE OF SANITIZER THAT WILL BE USED ON SITE: _____
(Commercially prepared and packaged sanitizers preferred. If using a solution that you have diluted from concentrate or transferred from a bulk container, you must label and identify the contents of the container you are using. You must have appropriate test strips available to verify proper concentration being used.)

COMPLETE IF YOU ARE SUPPLYING PORTABLE SANITARY FACILITIES FOR PUBLIC USE:

COMPANY NAME: _____ **COMPANY PHONE #:** _____

NO. OF UNITS: _____ **DOES UNIT CONTAIN HANDWASHING UTILITY?:** _____

WHO WILL MONITOR SUPPLIES (TOILET PAPER, SOAP, ETC.) IN THE PORTABLE SANITARY FACILITY AND ON WHAT SCHEDULE: _____

**A BOARD OF HEALTH LICENSE DOES NOT CONSTITUTE PERMISSION
TO VIOLATE ANY OTHER TOWNSHIP ORDINANCE, REGULATION OR CODE.**

SIGNATURE: _____ DATE: _____

YOU MUST HAVE A THIN-PROBE FOOD THERMOMETER AVAILABLE ON SITE

**MINIMUM COOKING TEMPERATURE OF POTENTIALLY HAZARDOUS FOOD IS 145°F (OR ABOVE)
MINIMUM REHEATING TEMPERATURE OF POTENTIALLY HAZARDOUS FOODS IS 165 °F
GROUND BEEF MUST BE COOKED TO A MINIMUM TEMPERATURE OF 155°F.**

**HOME PREPARED FOODS ARE PROHIBITED FOR USE. THIS PROHIBITION SHALL NOT
APPLY TO NON-POTENTIALLY HAZARDOUS HOME BAKED GOODS.**



INCORPORATED 1908

BOROUGH OF RAMSEY

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BOARD OF HEALTH

James A. Rogers, President
Sam Yanovich, Health Officer

Martha Sobanko, Reg. Env. Health Specialist
Sally Wiegand, Registrar, Secretary

REGULATIONS & GUIDELINES FOR TEMPORARY FOOD ESTABLISHMENTS

N.J.A.C. 8:24 (CHAPTER 24) "SANITATION IN RETAIL FOOD ESTABLISHMENTS AND FOOD AND BEVERAGE VENDING MACHINES"

LICENSING:

1. A temporary retail food establishment is any vendor selling or giving away food and beverages for 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. **(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 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 towelettes may be utilized.)

(N.J.A.C. 8:24-2.3(f)/6.7(a))

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 putting on gloves **h.)** after hands become contaminated.
5. All food ingredients and ice shall be purchased from an approved commercial source

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 home for public distribution or sale is prohibited N.J.A.C. 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 conveyed using safe, water quality apparatus. **(N.J.A.C. 8:24-5.1a-j)**
7. **NO BARE HAND CONTACT** with ready-to-eat foods. Suitable utensils, deli tissue, Spatulas, tongs, single use gloves or dispensing equipment shall be used.
8. All potentially hazardous foods **must be kept under 41°F or over 135°F**. Accurate thermometers are to be provided. **(N.J.A.C. 8:24-3.5(f)1.2).**
9. Reheating for hot holding shall be done rapidly & the time the food is between refrigeration temperatures & 165 degrees Fahrenheit **may not exceed two (2) hours. Steam tables, bain maries,** warmers, and similar hot holding facilities are prohibited for the rapid reheating of potentially hazardous foods.
10. Shellfish shall be from approved sources certified by the State of New Jersey. All identification tags must be retained and held on site. **(N.J.A.C 8:24-3.2(r))**
11. Water in which beverages (bottles or cans) are kept, shall contain 2 oz. of bleach to each 5 to 10 gallons of water. Wet storage of packaged and unpacked food is prohibited.
12. Ice which will be consumed, or will come into contact with food, shall be obtained in single-service, closed, protected containers.
13. Areas around all concessions must be kept clean and free of litter, refuse and garbage at all times. Clean, washable garbage receptacles must be available at all points where garbage develops, such as grills, stoves, serving areas. Corrugated cartons or wooden boxes are not acceptable. **(N.J.A.C. 8:24-5.5(a))**
14. Single service products (plastic or wood spoons, forks, paper plates and cups) shall be used only once.
15. Equipment (dishes, pots, pans and rinsed utensils) used in preparation, cooking or serving of food shall be washed, rinsed, and sanitized after use. Sanitizing may be accomplished by:
 - Total immersion for at least 1/2 minute in clean, hot water at least 170°F.
 - Total immersion for at least 1 minute in a solution of at least **1 tablespoon of bleach per gallon of water** at temperature of not less than 75°F.
 - Iodine - follow instructions on label of container for sanitizing.

16. Employees preparing or serving food shall **keep their hands clean** and wear clean clothing and a hair net or cap that will fully cover and prevent hair from falling into food. (N.J.A.C. 8:24-2.3(k)/2.4(c)1)
17. All dirt or gravel floors must be graded to prevent accumulation of liquids and or covered with removable, cleanable wooden platforms or duckboards in the food preparation area, material acceptable to the Health Dept. (N.J.A.C. 8:24-6.1(a)2)
18. Food preparation areas shall be shielded (metal or plastic) from serving areas when located adjacent to them.
19. All prepared food or partly prepared food must be kept covered so as to be protected from dust, insects and inadvertent bodily contact.
20. All food and beverages shall be protected at all times from unnecessary handling and shall be stored, displayed and served so as to be protected from contamination.
21. The Health Inspector may require additional structural or operational requirements as necessary to ensure that food is of a safe and sanitary quality.

BOROUGH OF RAMSEY HEALTH DEPARTMENT

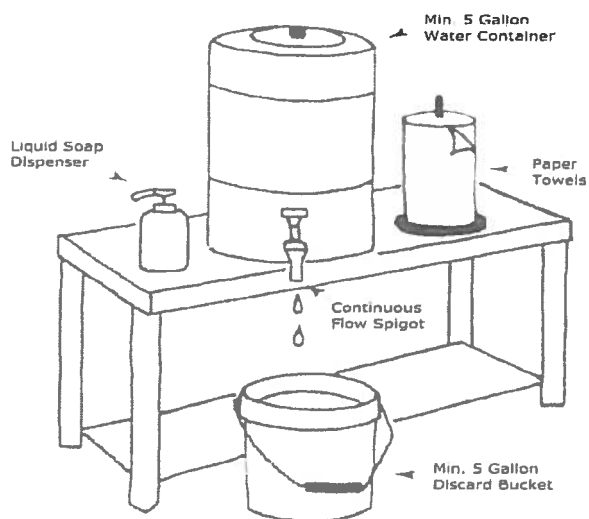
Checklist for Temporary Food Vendors

Every temporary food stand shall have & conform to the following (when applicable):

- ___ Proof of Borough of Ramsey Temporary Food Permit for each booth or stand (fixed or mobile).
- ___ Single use (food-grade) disposable gloves. Bare hand contact with ready-to-eat foods is not allowed.
- ___ A means of hand washing. (water & liquid soap, Purell hand sanitizer, or other similar sanitizing wipes)
- ___ Paper towels, napkins, aprons, etc.
- ___ Plastic or other protective shields (e.g.: sneeze guards for pre-prepared display foods such as zeppoles, stuffed pizza, etc.)
- ___ Hair-nets, visors, baseball caps, or other hair restraints for all food-handlers & cooks.
- ___ Ice, as needed (must be purchased from an approved source).
- ___ Serving spoons, spatulas, tongs, etc.
- ___ Washable containers for food storage.
- ___ Platforms for elevating food and paper goods a minimum of 6" off the ground.
- ___ Adequate supply of trash bags/containers to accommodate garbage generated.
- ___ Chef's "pocket tester" or stem type thermometer(s) for checking cooking temperatures. Hot foods must be held at 135°F or above.
- ___ Thermometers in all coolers & refrigeration units storing potentiality hazardous foods. (Cold holding must be 41°F or below)

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

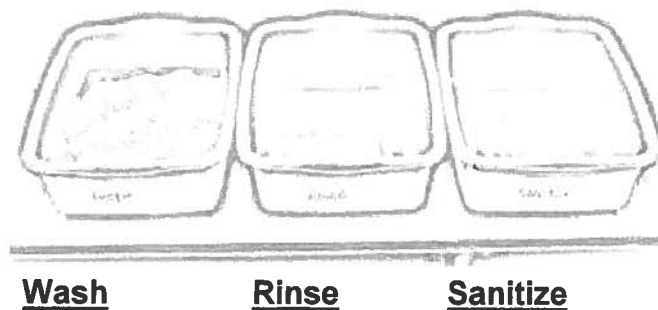
Hand-washing facilities, separate from the utensil washing area, shall be provided. Hand-washing facilities shall be located within each temporary food stand and conform to the diagram below:



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.



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