



TOWNSHIP OF FAIRFIELD

HEALTH DEPARTMENT
230 FAIRFIELD ROAD, FAIRFIELD, NJ 07004-2460

PETER N. TABBOT, MPH
Health Officer

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APPLICATION FOR TEMPORARY FOOD ESTABLISHMENT LICENSE

_____ Fee (\$30 first day) Application Date _____
(\$10 each additional day)

Name of Event: _____

Date and Location of Event: _____

Name of Organization Sponsoring Event: _____

Organization Chairperson: Name, Address, Phone #: _____

SOURCE OF FOOD

Caterer/Base of Operation (a licensed Retail Food Establishment):

Name, Address, Phone #: _____

In order for food to be prepared off premises, the following must be submitted:

1. A notarized letter from the Caterer/Base of Operation granting permission to Prepare foods at their establishment.
2. A copy of a current Satisfactory inspection posting from the establishment.

All foods must be prepared at a Caterer/Base of Operation or AT THE EVENT LOCATION.

List ALL food items to be sold: (Items not listed will not be permitted)

List Methods/Equipment Provided to Maintain Foods at Proper Temperatures: _____

I, the undersigned, understand that home food preparation is strictly prohibited.

Signed: _____ Printed: _____

* Holder must comply at all times with the regulations and requirements of the Health Code of the Township of Fairfield and N.J.A.C. 8:24. At the discretion of the Health Department, a license may be revoked for any violation of these codes.

Date Issued: _____ Approved By: _____

Paid: Cash _____ Check _____

Peter N. Tabbot, MPH
Health Officer
973-226-2303

RE: Temporary Food License

The Fairfield Health Department is in receipt of your application for a temporary event that will include food service. The Health Department asks you to pay special attention to the following concerns:

- Foods must be from an approved source. No home-prepared foods may be served.
- Potentially hazardous foods must be transported and stored at a temperature not exceeding 41 degrees Fahrenheit. During display, these foods must also be kept below 41F.
- Potentially hazardous foods that are cooked must be brought to an internal temperature of 165F or more, and must be held at a temperature of 135F minimum. All foods subject to reheating must be reheated QUICKLY (i.e., sterno and bain maries may NOT be used for reheating).
- Foods should be continually monitored with a stem thermometer to assure proper temperatures.
- All foods on display must be covered to protect from coughs, sneezes, insects, etc.
- A handwash station must be available in the preparation area. This must include soap, paper towels, water and a bucket to catch dirty water. Hands must be washed frequently.
- No bare hand contact with ready to eat food
- All equipment must be washed, rinsed and sanitized before and after usage. This may be accomplished in a commercial dishwasher or a three bay sink. Single service items should be used whenever and wherever possible, to minimize the need for sanitization of utensils and equipment. A bucket of water with a capful of bleach must be provided at each food area for emergency sanitization.
- Adequate garbage receptacles must be provided. These receptacles should be emptied as often as necessary, and they should be provided with tight-fitting lids to prevent odors and insect/rodent activity.

- Adequate restroom facilities must be available.
- A retail food application must be completed. This fee is waived only for non-profit entities.
- The Fire Department regulates cooking, ventilation and extinguisher requirements. Please contact the fire prevention office at 882-2740 for proper permit(s) prior to the event, if necessary.
- The Building Department may have permitting requirements for tents and the like. Please contact the Building Department prior to your event at 882-2732 for any necessary permit(s).

The Health Department reserves the right to deny or revoke temporary food licenses if these requirements are not adhered to. Please practice maximum safety at your event. If you should have any further questions, please contact the Health Department at 226-2303.

Sincerely,



Peter N. Tabbot, MPH
Health Officer