

Township of Livingston
Health Department
204 Hillside Avenue
Livingston, NJ 07039



Phone: 973-535-7961
Fax: 973-535-3234

TEMPORARY FOOD LICENSE APPLICATION

Please fill out this application completely and include a \$75.00 non-refundable license fee payable to the Township of Livingston. Return this document to the Health Department at least **2 weeks prior to the event**.

Event Name: _____

Date/Time of Event: _____

Event Location: _____

Contact Person: _____ Phone #: _____

Commissary Name (if applicable): _____

Please enclose a copy of the commissary's Health Department license and inspection placard.

Checklist for Temporary Events:

- _____ Completed Temporary Food License Application
- _____ Copy of Commissary Health Department License (if applicable)
- _____ *Copy of Commissary Inspection placard (if applicable)
- _____ *List of all Food Handlers and **copies of their certifications**
- _____ \$75.00 License Fee for 4 days or less (5 or more days, fee is \$100.00)
- _____ Drawing of Temporary Food Establishment layout including all equipment, work tables, food and single service storage, hand washing facilities and garbage containers

FOR HEALTH DEPARTMENT USE ONLY

Health Department Approval: _____ Yes _____ No

REHS/Health Officer: _____

6. How will the food product, water, and ice be stored on site?

7. How will food be protected from the public and insects?

8. How will food be served/dispensed?

Please provide a drawing of the temporary food establishment layout describing all equipment including cooking and cold and hot holding equipment, hand-washing facilities, work tables, food and single service storage and garbage containers.

Please attach a list of all food handlers.

Note: The cooling and reheating of foods at temporary events is not permitted.

I will abide by the enclosed temporary food establishment requirements and Chapter 24. Any deviation from the above menu/format must be approved by this Department.

Signature: _____

Date: _____

Individual Temporary Food Stands Requirements to Operate

1. A temporary license application **must** be completed and submitted with fee at least 2 weeks before the event.
2. Make an appointment for inspection prior to the date of the event. Contact Dana Ruggiero or Michael Raimo at 973-535-7961.
3. A metal-stem thermometer must be available and used to check internal food temperatures. A thin-tipped probe thermometer is required for thin foods like hamburgers.
4. Potentially hazardous foods must be stored at temperatures **below 41 degrees Fahrenheit** (under refrigeration) or **above 140 degrees Fahrenheit** (hot holding) at all times, except when undergoing necessary preparation.
5. All potentially hazardous foods must be heated to **165 degrees Fahrenheit or above within 30 minutes**. *Hamburgers must be cooked to a **temperature of 155 degrees Fahrenheit or above**.*
6. Crock pots, steam tables, or other hot holding devices are not to be used as a means for heating up foods.
7. All refrigerators must have indicating thermometers with the temperature maintained below **41 degrees Fahrenheit**.
8. Avoid bare hand contact with food during preparation and service by use of gloves, tongs, spatulas, forks, single service disposable gloves, wax paper, paper plates and napkins.
9. All foods must be prepared on the premises or at a health department approved facility (current Satisfactory placard/report must be presented prior to approval).
10. Leftovers may not be used. No leftovers are to be served or sold.
11. Cans of soda stored in ice must have 50 ppm of bleach.
12. Wiping cloths to be used on table tops and counters must be stored in a separate bucket of sanitizer (one capful of liquid bleach added to one gallon of water).
13. Smoking, eating or drinking while working in booths is prohibited.
14. A refuse container with a tight-fitting lid must be available for garbage.
15. No pets are permitted on the grounds.
16. Hand washing facilities must be available for use. This facility should consist of at least: running water, soap, individual paper towels, and a bucket to collect the dirty water. (A 5-gallon or larger insulated container kept supplied with warm water delivered through a continuous-flow spigot container is acceptable.)
17. The grounds must be left clean when finished.
18. Each operator must be at the booth for an initial inspection.
19. A list of all food suppliers and food handlers must be submitted and approved prior to opening.