



TOWN OF EAST LONGMEADOW
HEALTH DEPARTMENT
60 CENTER SQUARE
EAST LONGMEADOW, MA 01028
**TEMPORARY FOOD SERVICE PERMIT
APPLICATION**

Event Date: _____

Fee \$45.00 per day
(14 day maximum)

**applications must be submitted 30 days prior to event/opening date*

Applicant Information:

Establishment Name		
Establishment Address		
Mailing Address (if different)		
Applicant Name & Title		
Applicant Phone Number		E-Mail
24 Hour Emergency Number		
Establishment Owned by: <input type="checkbox"/> Association <input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Other _____	If corporation or partnership, give name, title, and home address of officers or partners: Name: _____ Title: _____ Address: _____	

Food Production Information: (person directly responsible for daily operations)

Name & Title		
Address		
Phone & EMail		
Name of Event		
Address of Event		
Person Responsible		Phone

Water Source: if applicable DEP Water Supply #	Sewage Disposal:
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Required Certifications (copies must be attached)

Certified Food Manager		
Employee Certified in Anti-Choking		
Employee Certified in Allergen Awareness		
Date/Length of Permit	Start Date / Time	End Date / Time
Location	Permanent Structure	Mobile Structure
Foods to be sold or served:		
How will you keep hot foods hot?		
How will you keep cold foods cold?		

Food Operations: *check all that apply*

- Sale of commercially pre-packaged non-PHF's
- Sale of commercially pre-packaged PHF's
- Customer self-service of PHF's and non PHF's
- Preparation of only non PHF's
- PHF's cooked to order
- Preparation of PHF's for hot and cold holding
- Sale of raw animal foods intended to be prepared by customer
- Juice manufactured and produced for retail
- Retail sale of out-of-date food
- PHF's prepared for a highly susceptible population
- Use of a process that requires a HACCP plan
- Vacuum packaging/cook chill
- Offers raw or undercooked food of animal origin

DEFINITIONS:

PHF = Potentially Hazardous Food (time/temperature controls required)

Non-PHF = Non-Potentially Hazardous Food (no time/temperature controls required); and,

RTE – Ready to Eat Foods that need no further processing (i.e.: sandwiches, salads, muffins)

*** If temperature controls are required, please note, in space provided above, how you will keep hot foods hot and cold foods cold.**

Applicant Signature _____

Social Security or Federal ID Number: _____

Signature of Individual or Corporate Name: _____

****INCOMPLETE APPLICATIONS WILL BE RETURNED AND PERMIT WILL NOT BE APPROVED****

Board of Health use:

Date Received:	Received By:	Approved:	Permit No.:
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