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**BOARD OF HEALTH**

**577 Bay Rd., P.O. Box 429   
Hamilton, MA 01936**

**Tel: 978-626-5245 Fax: 978-468-5582**

**APPLICATION FOR TEMPORARY FOOD SERVICE PERMIT**

**Application and fee are due 30 days prior to event. Fee: $35.00 per event/ Annual Fee: $125**

Before completing this application, read the Food Safety at Temporary Events and the Temporary Food Service-

Are you Ready? checklist (available at <https://www.hamiltonma.gov/government/board-of-health/food/)>

Name of Food Establishment/ Organization

Name of Owner/Applicant

Mailing Address

Telephone # Email Address

Event Coordinator

Event Location

**Date & Time of Event Time event will be set up and ready for inspection**

Signature of Applicant Date

**List all Food/Beverages that will be served and the establishment where the food was purchased:**

**Preparation/Cooking Facilities:**

**ON Site:** Yes No N/A , If yes, describe facilities and equipment.

**OFF Site:** Yes , If yes, Where?

**Type of Tableware:** Paper Products China

**Describe warewashing facilities** for utensils and equipment:

**On Site:**

**Off Site:**

**Food Protection:**

Describe equipment and means of transporting food hot (140°F or above), cold (45°F or below):

**Refrigeration:** Required Not Required

Method of Refrigeration/Thermometers:

**Type of Cooking/Hot holding equipment:**

**Describe measures to protect food from contamination during preparation, storage and display including type of sanitizer:**

**Sampling:** Vendor to use single serving cups, napkins and/or utensils. Allergen advisory to be posted.

**Garbage and Rubbish:** Describe means for storage and disposal:

**Personnel and Food Handling Practices:**

List **Individuals** working the event:

List Individuals who are Food Safe Certified:

Location of Handwashing Facilities:

Location of Toilet Facilities:

Hair Restraints Provided: Yes No Disposable Gloves Provided: Yes No

**Please supply a copy of Servsafe and Allergen Certification and   
a copy of a Food Establishment Permit if base of operation is outside of Hamilton**