



TOWNSHIP of HOPEWELL
MERCER COUNTY
DEPARTMENT OF HEALTH

201 Washington Crossing Pennington Road Titusville, New Jersey 08560-1410

Phone: 609.737.0120 Fax: 609-737-6836

Dear Temporary Retail Food Establishment Applicant,

Hopewell Township Health Department is committed to ensuring the health and well being of the residents of this municipality and its guests. In order to meet this obligation to the community, the Health Department is very diligent in licensing and monitoring the activities of Temporary Food Vendors, as the nature of the business can lead to food borne illness outbreak or other emergencies associated with cooking & distribution of foods and beverages.

Please note the following requirements:

1. License Required

All Temporary Retail Food Vendors must obtain a license to operate prior to any event. Attached you will find a license application. This application must be filled out completely and signed by a legal representative of the establishment making application. With the application, the following information must be provided:

- a. ALL persons who will be working the stand must be listed on application. Use the back of form if you run out of room.
- b. Facilities' commissary shall be listed and the latest inspection report provided.

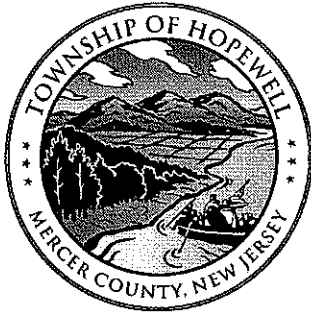
2. Bureau of Fire Safety

Applicants who meet any of the following criteria **MUST** contact the Bureau of Fire Safety and obtain approval for the proposed operation. Failure to obtain approval will result in closure and summons.

- a. Use of Tents, canopies, EZ ups or other overhead structures
- b. Use of Open Flame
- c. Cooking operations resulting in the production of grease laden vapor
- d. Any use of an agricultural building for the purpose of assembly
- e. Any overnight group stays

Applications must be filed no later than **TEN (10) days** prior to event to allow this office time to review all aspects of application and confirm commissary approval with the local agency in that municipality. You will be contacted prior to the event if a problem arises. Otherwise, you will receive your license at the time of inspection by an agent of the Hopewell Township Health Dept, once the Chapter 24 (Retail Food Code) inspection is finished.

Your prompt attention to this matter is appreciated. You may contact this office at (609) 737-0120 with any questions you may have.



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**TEMPORARY FOOD
 LICENSE
 APPLICATION**

FEE: \$25.00

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The Health Department requests that you study the attached regulations and recommendations for the handling of food and to insure all persons connected with the food handling process understand the information and follow the guidelines.

VENDOR INFORMATION

Name		Phone	
Street Address		Fax	
City, State, Zip		Email	
Supervisor Name		Supervisor Phone	

EVENT INFORMATION

Name of Event		Event Date	
Street Address			
City, State, Zip			
Hours of Operation			

PERSONNEL

If potentially hazardous foods are prepared, at least one person, present at event, must have current Safe Food Handler's Certification to Operate in Hopewell Twp.

Name of Supervisory Staff	Food Handlers Certification	Name of Staff	Name of Staff
1.		1.	5.
2.		2.	6.
3.		3.	7.
4.		4.	8.

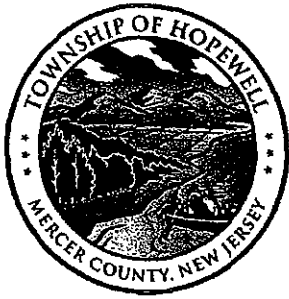
LIST ALL FOODS TO BE PREPARED OR SOLD

Signature of Supervisor

Date

For Official Use Only

Date Received		Fee Received	
Date Issued		License #	



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Rules and Guidelines for Operating a Temporary Food Service Establishment

General Rules:

Foods must be obtained from approved sources that comply with all laws relating to food and food labeling. The use of food prepared in any place that is not operated under the jurisdiction of an appropriate regulatory agency and does not have a current permit or license to operate, if required, from that agency, is prohibited.

Vendors who intend to sell alcoholic beverages must obtain all required Federal, State and Local Approvals and post all Permits / Certificates in a conspicuous location.

Vendors must maintain their establishments, and prepare and store foods in accordance with N.J.A.C. 8:24 Chapter 12 (Sanitation in Retail Food Establishments and Food and Beverage Vending Machines)

Vendors must meet all other requirements, conform to all other applicable laws, submit all required documentation for administrative review and obtain their permit prior to the event.

The permit to operate and food inspection report must be conspicuously posted at the Temporary Food Establishment whenever it is in operation.

General Prohibitions:

The use of home-canned or home-prepared foods is prohibited.

The preparation and/or service of potentially hazardous foods, including pastries filled with cream or synthetic cream, custards and similar products, and salads or sandwiches containing meat, poultry, eggs, shellfish or fish, is prohibited unless approved by the administrative authority or its agent. Only foods, which require limited preparation, such as hamburgers and frankfurters, may be served.

The sale of shellfish (oysters, clams or mussels) from a pushcart or other vehicle in any street or public place is prohibited.

Food Protection:

- Wash your hands before starting work and each time after contamination including coughing, sneezing or handling unclean items. Prepackaged moist towelettes (containing alcohol as a base ingredient) may be used to cleanse hands in non-processing establishments.
- Wash your hands with soap and water after using the toilet.
- Never allow hands to come in contact with food that will not be cooked. Use clean sanitized utensils, deli paper, disposable gloves, etc.
- Keep all foods covered or otherwise protected from outside contamination. Keep all food service equipment, utensils and paper goods similarly protected from outside contamination.
- Use only single service dishes and utensils for service to patrons. Handle single service eating utensils in a manner that prevents contamination of surfaces that come into contact with foods.
- Store all food, food service equipment, utensils and paper goods off the ground at all times.
- Do not prepare foods if you are ill or have cuts or infections on your hands.
- Do not smoke, eat or drink while working. Wear clean outer garments and wear effective hair restraints.
- Prepare foods as close to transport as possible.
- Cook:
 - Poultry to at least 165° F for 15 seconds
 - Pork or any food containing pork to at least 155° F for 15 seconds
 - Ground beef to 155° for 15 seconds
 - Other food (except eggs) to at least 140° F
 - Shell eggs or foods containing shell eggs to at least 145° F
 - Rare roast beef and/or rare beef steaks as per chart below:

Temperature (° F) ° C	Time	Temperature (° F) ° C	Time	Temperature (° F) ° C	Time
130 (54)	121 minutes	136 (58)	32 minutes	142 (61)	8 minutes
132 (56)	77 minutes	138 (59)	19 minutes	144 (62)	5 minutes
134 (57)	47 minutes	140 (60)	12 minutes	145 (63)	3 minutes

- Reheat potentially hazardous hot foods to at least 165° F.
- Stir with sanitized utensils.

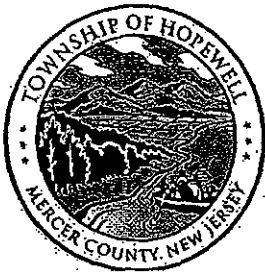
- Maintain all potentially hazardous hot foods at 140° F (60° C) or above.
- Maintain all potentially hazardous cold foods at 45° F (72.2° C) or below.
- Sanitize all food contact surfaces and equipment. Chemical sanitization solution may be prepared by mixing one tablespoon of bleach with each gallon of cool potable water. Do not add soap or detergent to the water, because they will reduce the effectiveness of the solution. Rinse wiping cloths frequently in the sanitizing solution.

Structure and Equipment:

- Ensure that the walls, base, floor and food contact surfaces are of sanitary construction, and made of non-corrosive, non-rusting metals. Surfaces must be waterproof, smooth, readily cleanable and resistant to dents and scratches.
- Provide proper waste receptacles. All waste receptacles must be vermin proof and provided with tight fitting lids.
- Ensure or guard cooking and serving surfaces to provide protection against airborne contamination.
- Prevent accidental injury by contact with cooking devices. Shield cooking devices against possible contact with patrons.
- Obtain appropriate permits for the use of propane gas. Properly secure propane tanks. Tanks must be in an upright (vertical) position and provided with a base plate anchor as security against accidental toppling. The connection from fuel tank to burner must be of either a rigid metal tube or an approved, flexible metal tube. Connections at fuel tank and burner must be free of leaks.

Water Requirements:

- There are no sink or hot water requirements for non-processing establishments; however, make available acceptable means of keeping hands clean (e.g., moist towelettes).
- Provide an adequate supply of potable (drinkable) water for food preparation, cleaning and sanitizing equipment, and hand washing in processing establishments.
- Place wastewater in a leak proof container labeled "Waste Water" with a tight fitting lid. Dispose of wastewater into a public system or a sewage disposal system constructed, maintained and operated according to the law.



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Recommendations for Food Handling

Proper Cooling Practices

- All solid and semi-solid cooked foods stored in refrigerators in containers that are no more than 4 inches in depth.
- All cooked foods cooled rapidly so that they are cooled to below 70°F within 2 hours.
- All foods stored in refrigerators to be at 45°F within 6 hours after removal from cooking or hot-holding devices.

Proper Hot-Holding Practices

- Food put into hot-holding devices at temperature at or above 140°F, unless hot-holding is an integral part of post-heating temperature rise of the food.
- Foods held in hot-holding devices at temperatures above 140°F.

Adequate Reheating of Cooked Foods

- Foods cooked on preceding days, several hours before serving the same day, or left over from previous meals, are reheated to a temperature at the geometric center of at least 165°F if the quantity of food is greater than 3 lbs.
- These foods are reheated to a temperature at the geometric center of at least 165°F if less than 3 lbs.

Adequate Cooking of Certain Potentially Hazardous Foods

- All poultry products, foods containing poultry (or poultry dressing) cooked to an internal (geometric center) temperature of at least 165°F.
- Pork, pork products, and foods containing pork heated to an internal (geometric center) temperature of at least 150°F.
- Foods properly thawed before cooking. (Foods of less than 3 lbs. can be cooked while still in the frozen state but others should be thawed first.)

Foods Obtained from Safe Sources

- No raw milk purchased or used.
- Water from safe, protected and approved sources.
- Shellfish from officially approved sources.
- Canned goods purchased or otherwise obtained from only approved commercial sources. (No home-canned foods.)
- Mushrooms from approved sources; not gathered from fields or woods.
- Meat and meat products from officially inspected sources.
- No checked or cracked eggs purchased other than the small percentage that might normally be expected to be in cartons.
- Only pasteurized, dry, liquid or frozen eggs purchased or used.

Prevention of Cross Contamination

- No direct contact of raw foods of animal origin with cooked foods or no drip or aerosols from these raw foods onto cooked foods.

- No cooked foods processed on the same equipment or stored in the same containers that have been used for raw foods, or contaminated by thaw water or aerosols without clearing thoroughly and sanitizing between such usages, or use separated equipment for cooked and raw foods.
- No worker handling foods that are cooked or that will receive no further heating after touching raw foods of animal origin unless the worker thoroughly washes (generates lather) his hands between the operations.
- No grinding of raw pork and then of beef, lamb or other meats in the same grinder without washing and sanitizing between uses.

Prevention of Contamination by Workers

- Managers trained and demonstrate proficiency in knowledge of foodborne disease prevention.
- Workers who have diseases that can be transmitted by foods or who have symptoms (diarrhea, fever, rhinorrhea, jaundice, sore throat) or diseases (colds or sinusitis) that promote the spread of foodborne pathogens or who are infected with certain pathogens (*Shigella* spp., *Salmonella typhi*, or others designated by the Health Officer) that can be transmitted by foods, are either sent home or restricted to non-food-contact activities, depending upon the nature of the disease or infection.
- No infected lesions (boils and other pus-containing lesions) on workers who touch foods which will not be subsequently heated.
- Workers wash hands thoroughly (generate lather) after visiting the toilet, smoking, coughing, sneezing, blowing or picking nose, or touching sores or bandages.
- Workers do not touch cooked foods with hands.
- Adequate facilities (lavatory with hot water, soap and single service towels) in food preparation area for hand-washing.
- Adequate toilet facilities for workers and approved sewage disposal.

Prevention of Contamination from Other Sources

- Kitchen equipment (such as slicers, grinders, cutting boards, preparation and carving knives, storage pots, or containers) and preparation utensils effectively washed, rinsed and disinfected.
- No cross-connections between sewer lines or auxiliary (unapproved) water lines and drinking or food-preparation water lines.
- No storing of high-acid (pH 4.5 or lower) foods in containers or conveying them in pipes of alloys that contain toxic materials such as antimony, cadmium, copper, lead or zinc.
- No packaging of foods in materials through which toxic materials could migrate to the foods.
- No addition of chemicals or food ingredients that produce toxic reactions in man to foods to levels exceeding culinary requirements during preparation or in known hazardous levels.
- All poisonous substances properly labeled.
- No poisonous substances stored in the same room as foods.
- Approved pesticides used and applied in a manner that precludes contamination of foods.
- Stored foods not subjected to sewage drippage, overflow, or backflow, or other exposure to water or moisture.