

Wayne Township Health Department
475 Valley Road Wayne, NJ 07470
Phone: 973-694-1800 Fax: 973-696-8186

Temporary Retail Food Establishment License Application

Event Information

Name & Location of Event: _____

Date & Time of Event: _____

Name/Phone of Event Sponsor: _____

Name of Person in Charge on site: _____

Person in Charge Phone: _____ Email: _____

Vendor Information

Name Owner/Corp/Partner/LLC/Sole Prop: _____

Owner Address: _____

Trade Name/DBA: _____

Owner Phone: _____ Email: _____

Name of Person in Charge on site: _____

Person in Charge Phone: _____ Email: _____

Commissary Location: _____

Type of Operation:

_____ Food Truck

_____ Ice Cream Truck

_____ Trailer

_____ Indoor Setup

_____ Outdoor Setup

_____ Other

List all food/drinks to be offered:

Please review the following requirements for Temporary Retail Food Establishments:

All foods must be prepared and stored in a commissary or kitchen licensed and inspected by the Health Department jurisdiction in which the commissary is located. Otherwise, all foods/beverages and single use items must be purchased the day of the event and prepared and stored on site during the event.

In order for food to be stored and/or prepared off site before the event, the following must be submitted with this application:

- A copy of a current Retail Food License in the applicant's business name for the location where food is being prepared.
- A copy of the applicant's latest inspection report & "Satisfactory" inspection placard for the location where food is being prepared.

Requirements for Inspection:

- Handwashing facilities must be provided with potable water, liquid hand soap, and paper towels.
- Bare hand contact with ready to eat foods is prohibited. Food grade single-use gloves, tongs and deli tissue may be used.
- Thermometers for checking food temperatures must be on site.
- Appropriate methods for washing, rinsing, and sanitizing equipment is required.
- Proper methods/equipment must be provided to maintain foods at proper temperatures.
- Proper protection of food during storage, preparation, and display must be practiced.
- Applicant must comply with all requirements of N.J.A.C. 8:24, Chapter 24.

Licenses are non-transferable, and valid only for the event listed.

Licenses will be issued on site, upon satisfactory inspection by the Wayne Health Department.

LICENSE FEE: \$50.00, non-refundable

Make checks payable to "Township of Wayne" and submit with this application.

The undersigned hereby applied for a Temporary Retail Food Establishment license and agrees to comply with and abide by all of the ordinances, rules, and regulations of the Township of Wayne and Wayne Township Health Department.

Applicant Name (Printed): _____ Date: _____

Applicant Signature: _____

For Office Use Only: Fee Paid: _____ Date Paid: _____ Check # _____ License # _____ New Applicant Only: Approved by: _____ Date Approved: _____
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