

MIDDLETOWN TOWNSHIP
DEPARTMENT OF HEALTH

Mailing Address
1 Kings Highway
Middletown, NJ 07748

Richard DeBenedetto, *REHS - Director*
David Henry, MPH - *Health Officer*
P 732.615.2096 F 732.671-8697

Physical Address
180 Main Street
Port Monmouth, NJ 07758

TEMPORARY FOOD ESTABLISHMENT (TFE) PERMIT APPLICATION

ALL SECTIONS OF THIS APPLICATION MUST BE COMPLETED OR IT WILL BE REJECTED, NO EXCEPTIONS.

The operator or EACH TFE (Temporary Food Establishment) site must complete this application and submit it to the Middletown Township Health Department

AT LEAST 14 DAYS PRIOR TO AN EVENT.

AN APPLICATION WILL NOT BE ACCEPTED IF IT IS RECEIVED LESS THAN 6 DAYS PRIOR TO THE EVENT - NO EXCEPTIONS!

ONCE THE APPLICATION IS REVIEWED YOU WILL ONLY BE NOTIFIED IF IT IS DENIED. IF APPROVED, THERE WILL BE A MANDATORY INSPECTION THREE HOURS PRIOR TO THE EVENT START TIME. THE TFE SITE MUST BE SET-UP AND READY FOR INSPECTION THREE HOURS PRIOR - NO EXCEPTIONS!

FOR OFFICAL USE ONLY

PAID: CASH / CHECK# _____

AMOUNT \$ _____

DATE RECEIVED: _____

APPROVED Y N INITIALS _____

PERMIT # _____

REVISED JANUARY 2019

The appropriate fee must be included when an application is submitted. **(PLEASE SEE THE ATTACHED FEE SCHEDULE - Please contact this office if you require clarification).** Submission of an application DOES NOT CONSTITUTE AN AUTOMATIC APPROVAL. All information must be reviewed before a permit is issued. **You must contact the Middletown Township Fire Prevention office (732) 615-2270 to determine if a permit is needed.**

In addition, using the attached Sketch Sheets, each operator must provide:

- a drawing of their temporary food establishment; **(Sketch Sheet 1)**
- a drawing of the **entire event area** depicting their TFE site in relation to the potable water supply, electrical sources, the waste water disposal area, lavatories, etc., as well as all food preparation and service areas at the Event. **(Sketch Sheet 2)**

Date of Submission: _____

Date(s) and Time(s) of Event: _____

Name of Temp Food Establishment: _____

Name of Operator/Owner: _____

Mailing Address: _____

Telephone Number(s): _____

Name of Event: _____

Location of Event: _____

Event Coordinator: _____

Set-up time must be a minimum of 3 hours prior to the start of the event to allow for the mandatory inspection - (Example: Event Starts at 11AM – MUST BE READY FOR INSPECTION NO LATER THAN 8AM)

Date and Time TFE will be set up and ready for inspection: _____

1. List **all** food and beverage items to be prepared and served. Attach a separate sheet if necessary. (NOTE: Any changes to the menu must be submitted to and approved by the Regulatory Authority at least **10 days** prior to the event.)

2. Will All Foods Be Prepared At The TFE Site? **NOTE: The sale of home prepared food is prohibited.**

Yes>>Complete **Attachment A**

No >>Complete **Attachments A & B**

If No, the operator **MUST** provide a copy of the current license for the permanent food establishment where the food will be prepared.

3. Describe (be specific) how frozen, cold, and hot foods will be transported to the Temporary Food Establishment:

3 a.) How will food temperatures be monitored during the event?

4. Identify the sources for each meat, poultry, seafood, and shellfish item. Include the source of the ice:

5. Using **Attachment C**, record the names, phone numbers, shifts to be worked during the event and the assigned duties of all Temporary Food Establishment workers (paid and volunteer).

6. Describe the number, location and set up of handwashing facilities to be used by the Temporary Food Establishment workers (**Hand Sanitizer alone is NOT PERMITTED – A Hand wash station is MANDATORY**):

7. Identify the source of the potable water supply and describe how water will be stored and distributed at the Temporary Food Event. If a non-public water supply is to be used, provide the results of the most recent water tests.

8. Describe how utensil washing and sanitizing will take place. Describe set-up and disinfectant to be used. (**A 3 Bay or 3 Bucket system is MANDATORY**):

9. a) Describe how and where wastewater from handwashing and utensil washing will be collected, stored and disposed:

b.) If portable toilets are to be used, identify the frequency of waste removal:

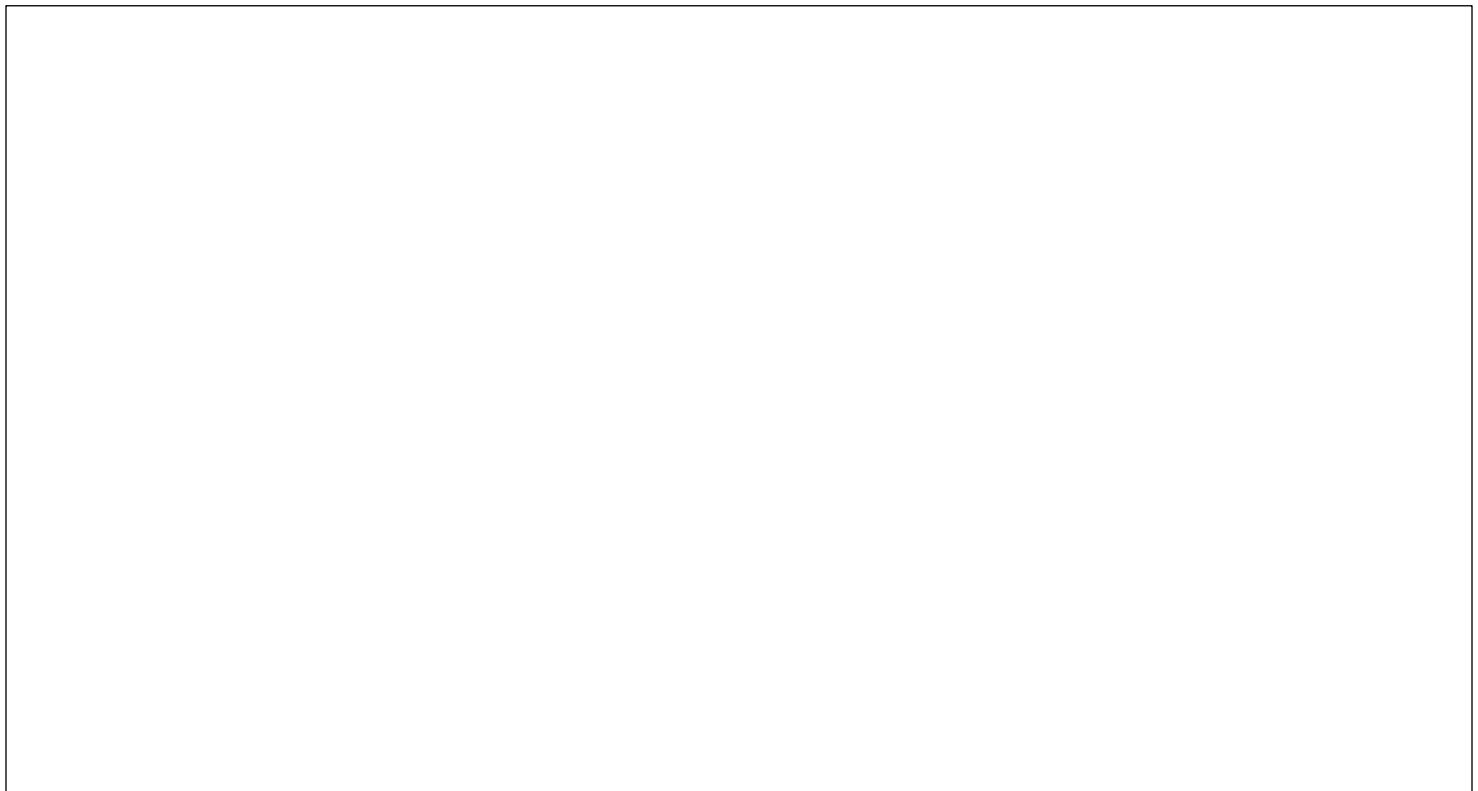
Sketch Sheet 1

In the following space, provide a drawing of the Temporary Food Establishment. Identify and describe all equipment including cooking and cold holding equipment, handwashing facilities, work tables, dishwashing facilities, food and single service storage, garbage containers, and customer service areas.



Sketch Sheet 2

In the following space, provide a drawing of the entire Temporary Event Area including locations of the toilet facilities, garbage facilities, common use dishwashing facilities, the potable water supply, electrical sources, the waste water disposal area, and all food preparation and service areas on the grounds/site of the Temporary Food Event.



Hazardous Foods

Temporary Food Handler's Permit

	During Normal Health Department Business Hours (Entire event must be between 8am - 4pm Monday - Friday)		AFTER HOURS Health Department (4:01p - 7:59a M-F) Saturday's Sunday's and Holidays	
	NORMAL BUSINESS HOURS	NORMAL BUSINESS HOURS and less than 7 days' notice	AFTER HOURS	AFTER HOURS and less than 14 days' notice
Temporary Permit	\$75.00	\$100.00	\$100.00	\$150.00
Temporary (Non-Profit)	\$0	\$10.00	\$25.00	\$50.00
Temporary Permit with a current Middletown Retail License	\$0	\$10.00	\$25.00	\$50.00

Non-Hazardous Foods

Temporary Food Handler's Permit

	During Normal Health Department Business Hours (Entire event must be between 8am - 4pm Monday - Friday)		AFTER HOURS Health Department (4:01p - 7:59a M-F) Saturday's Sunday's and Holidays	
	NORMAL BUSINESS HOURS	NORMAL BUSINESS HOURS and less than 7 days' notice	AFTER HOURS	AFTER HOURS and less than 14 days' notice
Temporary Permit	\$25.00	\$50.00	\$35.00	\$75.00
Temporary (Non-Profit)	\$0	\$10.00	\$25.00	\$50.00
Temporary Permit with a current Middletown Retail License	\$0	\$10.00	\$25.00	\$50.00



TOWNSHIP OF MIDDLETOWN

Fire Prevention
Johnson Gill Annex, 1 King's Highway
Middletown, NJ 07748-2594

Phone: (732) 615-2270
Fax: (732) 671-3303

Edward (Buddy) Skelly
Fire Official

PERMIT TYPE: _____

DATE: _____

FEE AMOUNT: _____

SPECIAL PERMIT APPLICATION

The Uniform Fire Code states:

"Permits shall be required, and obtained from the local enforcing agency for the activities specified in this section, except where they are an integral part of a process or activity by reason of which a use is required to be registered and regulated as a life hazard use. Permits shall at all times be kept in the premises designated therein and shall at all times be subject to inspection by the Fire Official." {N.J.A.C. 5:70-2.7(a)}

EVENT NAME: _____ **Date(s):** _____

LOCATION: _____ **Time(s):** _____

APPLICANT INFORMATION:

Vendor/Organization Name: _____

Applicant Name: _____ Address: _____

Phone: _____ Cell: _____ Email: _____

Emergency Contact Name (event day): _____ Cell #: _____

The above named applicant hereby requests permission to conduct the following **ACTIVITY** at the above indicated location (i.e. Tent, Cooking, Inflatables, etc):

And for the keeping, storage, occupancy, sale, handling or manufacture of the following:

State quantities for each category to be stored, or used and the method stored or used:

I hereby acknowledge that I have read this application, and that the information given is correct and that I am the owner, or duly authorized to act in the owner's behalf and as such duly agree to comply with the applicable requirements of the fire code as well as any special conditions imposed by the FIRE OFFICIAL.

Applicant's Signature

Fire Official

**** PLEASE MAKE CHECKS PAYABLE TO MIDDLETOWN FIRE PREVENTION ****

Permit fee must be submitted with application & mailed to the address above

TYPES AND CONDITIONS OF PERMITS:

TYPE 1 PERMIT \$54.00 (Includes tents)

1. Bonfires
2. The use of a torch or flame-producing device to remove paint from, or seal membrane roofs on any building or structure.
3. The occasional use of any non-residential occupancy other than Use Groups F, H or S for group overnight stays of persons over 2 1/2 years of age; in accordance with Section F-709.0 of the Fire Prevention Code.
4. Individual portable kiosks or displays when erected in a covered mall for a period of less than 90 days, and when not covered by a Type 2 permit.
5. The use of any open flame or flame producing device in connection with any public gathering, for purposes of entertainment, amusement, or recreation.
6. Welding and cutting operations except where the welding and cutting is performed in areas approved for welding and is registered as a Type B Life Hazard use.
7. The possession or use of explosives or blasting agents, other than model rocketry engines regulated under N.J.A.C. 12:194.
8. The use of any open flame or flame-producing device in connection with the training of non-fire service personnel in fire suppression or extinguishment procedures.
9. The occasional use in any building of a multipurpose room, with a maximum permitted occupancy of 100 or more for amusement, entertainment or mercantile type purposes.
10. The storage or handling of Class I flammable liquids in closed containers of aggregate amounts of more than 10 gallons, but not more than 660 gallons inside a building, or more than 60 gallons, but not more than 660 gallons outside a building.
11. The storage or handling of Class II or IIIA combustible liquids in closed containers of aggregate amounts of more than 25 gallons, but not more than 660 gallons of inside a building, or more than 60 gallons, but not more than 660 gallons outside a building.
12. Any permanent cooking operation that requires a suppression system in accordance with N.J.A.C. 5:70-4.7(g) and is not defined as a life hazard use in accordance with N.J.A.C. 5:70-2.4.
13. The use as a place of public assembly, for a total of not more than 15 days in a calendar year of a building classified as a commercial farm building under the Uniform Construction Code.

TYPE 2 PERMIT \$214.00

1. Bowling lane resurfacing and bowling pin refinishing involving the use and application of flammable liquids or materials;
2. Fumigation or thermal insecticides fogging;
3. Carnivals and circuses employing mobile structure used for human occupancy;
4. The use of a covered mall in any of the following manners:
 - (a) Placing or constructing temporary kiosks, display booths, concession equipment or the like in more than 25 percent of the common area of the mall;
 - (b) Temporarily using the mall as a place of assembly;
 - (c) Using open flame or flame devices;
 - (d) Displaying liquid or gas fueled power equipment; or
 - (e) Using liquefied petroleum gas, liquefied natural gas, and compressed flammable gas in containers exceeding 5 pounds capacity.
5. Storage outside of buildings of LP gas cylinders when part of a cylinder exchange program.

TYPE 3 PERMIT \$427.00

1. Industrial processing ovens or furnaces operating at approximately atmospheric pressure and temperature not exceeding 1400 degrees Fahrenheit which are heated with oil and gas fuel or which contain flammable vapors from the product being processed;
2. Any wrecking yard or junk yard; or
3. The storage or discharge of fireworks.

TYPE 4 PERMIT \$641.00

1. Storage or use at normal temperature and pressure or more than 2000 cubic feet of flammable compressed gas or 6000 cubic feet of non-flammable compressed gas;
2. The production or sale of cryogenic liquids; the storage or use of more than 10 gallons of liquid oxygen, flammable cryogenic liquids or cryogenic oxidizers; or the storage of more than 500 gallons of non-flammable, non-toxic, cryogenic liquids;
3. The storage, handling, and processing of flammable, combustible, and unstable liquids in closed containers and portable tanks in aggregate amounts of more than 660 gallons;
4. To store or handle (except medicines, beverages, foodstuffs, cosmetics, and other common consumer items, when packaged according to commonly accepted practices):
 - (a) More than 55 gallons of corrosive liquids;
 - (b) More than 500 pounds of oxidizing materials;
 - (c) More than 10 pounds of organic peroxides;
 - (d) More than 500 pounds of nitromethane;
 - (e) More than 1000 pounds of ammonium nitrate;
 - (f) More than one microcurie of radium not contained in a sealed source;
 - (g) More than one millicurie of radium or other radiation material in a sealed source or sources;
 - (h) Any amount of radioactive material for which the specific license from the Nuclear Regulator Commission is required; or
 - (i) More than 10 pounds of flammable solids.
5. The melting, casting, heating, treating, machining or grinding of more than 10 pounds of magnesium per working day