



KIMBERLEY DRISCOLL  
MAYOR

# CITY OF SALEM, MASSACHUSETTS

BOARD OF HEALTH  
120 WASHINGTON STREET, 4<sup>TH</sup> FLOOR  
TEL. (978) 741-1800  
FAX (978) 745-0343  
[lramdin@salem.com](mailto:lramdin@salem.com)

LARRY RAMDIN, RS/REHS, CHO, CP-FS  
HEALTH AGENT

**CHECK PAYABLE TO THE CITY OF SALEM, NO CASH**

FEE: NON-PROFIT = \$25      1-3 DAYS = \$300      4-7 DAYS = \$600

OVER 7 DAYS = >7 DIVIDED BY 7 X 600 = THE AMOUNT DUE (EXAMPLE: 14 DAYS DIVIDED BY 7 = 2 X 600 = \$1200)

## **APPLICATION FOR A TEMPORARY FOOD SERVICE PERMIT**

NAME OF EVENT \_\_\_\_\_ LOCATION \_\_\_\_\_

DATE(S) OF EVENT \_\_\_\_\_

NAME OF APPLICANT \_\_\_\_\_ TELEPHONE# \_\_\_\_\_

ADDRESS \_\_\_\_\_

NAME OF BUSINESS \_\_\_\_\_ TELEPHONE# \_\_\_\_\_

ADDRESS \_\_\_\_\_

CERTIFIED FOOD MANAGER'S NAME: \_\_\_\_\_ CERTIFICATION#: \_\_\_\_\_

**\*A PLAN OF THE ESTABLISHMENT FOR THE EVENT MUST BE ATTACHED TO COMPLETE THIS APPLICATION\***

**FOR ESTABLISHMENTS OUTSIDE OF SALEM, MA:**

**\*A COPY OF THE CERTIFIED FOOD MANAGER'S CERTIFICATE AND ESTABLISHMENT'S PERMIT MUST BE ATTACHED TO COMPLETE THIS APPLICATION.\***

TYPE OF REFRIGERATION: \_\_\_\_\_ GAS \_\_\_\_\_ ICE \_\_\_\_\_ DRY ICE \_\_\_\_\_ OTHER

METHOD FOR COOKING/HOT HOLDING: \_\_\_\_\_ GAS \_\_\_\_\_ OTHER

METHOD FOR SANITIZING: \_\_\_\_\_ CHEMICAL \_\_\_\_\_ OTHER

SOURCE OF FOOD: NAME: \_\_\_\_\_ ADDRESS \_\_\_\_\_

FOODS TO BE SERVED INCLUDING INGREDIENTS AND METHOD OF PREPARATION: \_\_\_\_\_

I HAVE READ THE BOARD OF HEALTH, "REQUIREMENTS FOR TEMPORARY FOOD ESTABLISHMENTS." I HAVE HAD THE OPPORTUNITY TO ASK QUESTIONS REGARDING THOSE REQUIREMENTS. I UNDERSTAND THEM, AGREE TO ABIDE BY THEM AND UNDERSTAND THAT FAILURE TO DO SO WILL RESULT IN REVOCATION OF MY TEMPORARY FOOD ESTABLISHMENT PERMIT.

PURSUANT TO MGL C62C, S49A, I CERTIFY UNDER THE PENALTIES OF PERJURY THAT I, TO MY BEST KNOWLEDGE AND BELIEF, HAVE FILED ALL STATE TAX RETURNS AND PAID ALL STATE TAXES REQUIRED

UNDER LAW. \_\_\_\_\_

SIGNATURE

DATE

SOCIAL SECURITY OR FEDERAL ID #

CHECK#: \_\_\_\_\_

DATE \_\_\_\_\_

AMOUNT PAID: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_



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### Guidelines for Temporary Food Vendors

**In order to ensure that safe and sanitary foods are served to the public, your temporary food permit is issued based on the following conditions:**

- Your Certified Food Manager certificate, temporary food and propane permits (if applicable) must be conspicuously displayed on site.
- **Only the foods stipulated on your temporary food permit may be sold.**
- Foods must be obtained from an approved commercial source. Proof of source such as boxes, receipts etc. must be on site.
- All potentially hazardous foods such as hot dogs, commercially pre-cooked sausages, hamburgers, prepared vegetables, must be maintained either above 140°F or below 41°F.
- Only mechanical refrigeration or crushed / cubed ice is allowed as a cooling medium. Foods shall not come in contact with water or undrained ice. Packaged foods may not be stored directly in ice if it is subject to the entry of water.
- Cooking temperatures are as follows:
  - § Commercially pre-cooked products -140°F
- All foods, drinks and condiments shall be handled and stored in a manner that prevents contamination such as using clean covered containers, storing equipment and food up off the ground etc. Trash bags are not to be used for food storage.
- Running water with liquid soap and disposable paper towels for hand washing must be available and set-up prior to food preparation. Bottled water with a pull out spout is acceptable. Check with the Health Department for other acceptable methods.
- All food handlers shall wash their hands after utilizing the toilet facilities, smoking, eating, changing tasks, and changing gloves or when hands become contaminated. All wrist jewelry and adornments must be removed.
- Bare hands may not contact ready-to-eat foods. Suitable utensils shall be used such as deli tissue, spatulas, tongs, single-use non-latex gloves etc. Bare-hand contact shall be minimized with foods that are not ready-to-eat.
- All equipment, utensils, containers etc. shall be in clean, sanitary condition. Where there are no warewashing facilities obtainable, a spare set of work utensils shall be available.
- All carts must be thoroughly pre-cleaned before set-up at the event.
- People handling the food **shall wear clean outer garments, hair restraints, and utilize good hygienic practices.**
- Vendors licensed to sell scooped ice cream must store scoops individually in each tub of ice cream or provide dipper well with running water
- Smoking is prohibited within 10 feet of a cart or food storage area. Employee must wash their hands thoroughly with soap before returning to work.
- Garbage and refuse shall be disposed of in a satisfactory manner. The premises shall be kept clean.
- A stem type of thermometer that has been properly calibrated must be available for testing potentially hazardous foods on site. The thermometer must be cleaned and sanitized before and after use in a manner approved by the Health Department. Refrigerated units must have thermometers
- A labeled spray bottle of sanitizer prepared at proper concentration must be on site and used on all food contact surfaces, utensils etc. Proper concentrations should be determined with pH papers. Concentrations are as follows:
  - § Chlorine sanitizer: 50 – 100 PPM
  - § Quaternary sanitizer: 200 PPM

**If any of these conditions are not set-up and maintained, your temporary food permit will be immediately revoked and you will be ordered to stop serving food.**

**If you have any questions regarding the above conditions, call the Salem Board of Health at 978-741-1800 prior to the event.**

I have read understood and agree to adhere to the above conditions.

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Permit Holder Date