

Monmouth County Health Department
C/O Borough of Keyport Board of Health
 70 West Front Street
 Keyport, NJ 07735



Frank Pingitore
 President

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 Public Health Coordinator
 Health Officer

BOROUGH OF KEYPORT ORDINANCE #BH:2-4.2 e (Check Payable to Borough of Keyport)

FEES: 1 DAY EVENT-\$15.00 2 DAY EVENT-\$25.00 3 DAY EVENT-\$35.00 4-10 DAY EVENT-\$50.00
 FOR OFFICE USE ONLY: DATE RECEIVED: _____ FEE PAID: _____
 PERMIT #: _____ YEAR: _____

TEMPORARY FOOD LICENSE PROCEDURES

Vendors' Business Name:		Phone #:	
Address:		E-mail:	

Event Details		
Date:	Location:	Owner's Name:

Effective January 2, 2007, the State of New Jersey revised the laws which regulate both temporary and permanent retail food establishments. As a professional food service operator you no doubt realize that State Law mandates certain food handling procedures be adhered to at all times. Both hot and cold foods must be held and served within prescribed temperature limits. Bare hand contact with "Ready to Eat" foods is now prohibited. Proper employee hygiene must be observed. Proper food preparation, transportation and on site holding procedures are all vital in insuring a safe event. As such the Monmouth County Health Department, in accordance with existing local ordinance will require that all participants obtain a temporary retail food license to cover your operation.

In order to obtain a temporary retail food license, you as a participant must advise this office IN WRITING of the following:

1. Full menu with particular attention to any items which require temperature control and/or are "potentially hazardous".

1)	2)
3)	4)
5)	6)
7)	8)

2. Food prepared in a private home may not be used or offered for human consumption in a retail establishment. Proper washing, rinsing and sanitizing of equipment, especially food contact surfaces continues to be required. Where is your product stored when not on site? Where is ware washing performed? Where is your equipment stored when not in use? (Facility name, address and phone number)

3. How will your product be transported to the site? Will the product be transported cold and prepared on site or will it be precooked at an offsite location and transported hot to the site?

4. What arrangements will you have to insure the product remains within acceptable temperatures during transportation to and from the event? (All cold food must be less than 41 degrees F. All hot food must be 135 degrees F or above.)

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5. What arrangements will you have on site to insure the product remains within acceptable temperatures <u>while on site</u> during the event? (All cold food must be less than 41 degrees F. All hot food must be 135 degrees F or above.)
6. Muscle meats, pork and fish must be cooked to an internal temperature of 145 degrees for 15 seconds. Comminuted (ground) meats (hamburger for example) must be cooked to an internal temperature of 145 degrees for 3 minutes, or 150 degrees for 1 minute or 158 degrees for 1 second. Will a thin probe stem type thermometer be available so that you may monitor cooking and holding temperatures during the course of the event?
7. What type of measures do you intend to employ to insure that the product is protected against potential customer contamination, insects and dirt or dust contamination while on site?
8. As per the revisions to the code effective January 2, 2007, bare hand contact with "Ready to Eat" foods is now prohibited. Are gloves appropriate for your operation and will they be available for proper handling of ready to eat foods? What measures will you employ to minimize cross contamination between raw and cooked or "Ready to Eat" products?
9. Hand washing is one key component in reducing the transmission of bacteria and minimizing potential cross contamination between raw items, cooked and "Ready to Eat" foods. What type of measures will you employ to provide for employee's hand washing facilities at your specific site?
10. Will a source of water for cleaning be available? (describe)
11. How will you wash, rinse and sanitize any equipment and/or utensils which become soiled during the event?
NOTE: This office reserves the right to issue further requirements based upon the nature of the proposed operation, in accordance with N.J.A.C. 8:24.

SUBMIT THIS FORM TO THE BOROUGH OF KEYPORT WITH PERTINENT FEES NO LATER THAN 14 DAYS PRIOR TO THE EVENT. THIS FORM ALLOWS US TO COORDINATE WITH MONMOUTH COUNTY HEALTH DEPARTMENT.

A complete copy of the new regulation is available for your convenience at the NJ Department of Health & Senior Services website: <http://www.state.nj.us/health/eoh/foodweb>. *If you have any questions to this matter please feel free to contact this office*