

NorthWest Bergen Regional Health Commission

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Special Event Food License Application

If your community is planning an event, which involves selling or serving food, the Health Department requests that the form below is completed. Also, the flyer “Guidelines For A Temporary Food Event” is to be distributed to all event coordinators, such as employees, volunteer organizations, and community groups, prior to the event.

1. Filling out this application does not authorize the applicant to start operating; the application must be approved by the Health Department and a license issued.
2. Licenses will expire when the event ends.
3. Licenses are not transferable.
4. The operator and all workers must observe all applicable codes, ordinances, rules, and regulations of the local Health Department and the NJ Department of Health.
5. Food sellers are subject to periodic inspections by the local Health Department.

EVENT INFORMATION

Event Name:

Event Location:

Event Date(s):

Event Time(s):

LICENSEE INFORMATION

Sponsoring Agency:

Sponsoring Agency Location:

Contact Name:

Contact Phone #:

Contact Email Address:

Contact Website:

Other Info:

FOOD INFORMATION

List ALL foods and beverages to be served and where they will be obtained from.

Please note that home prepared foods are prohibited.

Bare hand contact with ready to eat foods is prohibited. Please indicate the method that will be used to assemble, prepare and serve ready to eat foods.

Facilities must be provided for workers to wash their hands. Please indicate how employees will be able to wash their hands.