



Town of Kearny

Department of Public Health • Walter J. Nicol Health Center
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RETAIL FOOD ESTABLISHMENT LICENSE APPLICATION

Application Type: Initial Renewal

Type of Establishment:

- Retail Food Establishment with Selling Area under 5000 ft² (\$50)
- Retail Food Establishment with Selling Area over 5000 ft² (\$100)
- Mobile Retail Food Establishment (\$250)
- Temporary Retail Food Establishment (\$20 per event) *
- Food Vending Machine (\$25 per machine)
- Non-Profit Organization (Fee-exempt) **

*Applications shall not be submitted less than five business days prior to the event. Establishment with this license will only operate for a period of no more than 14 consecutive days in conjunction with a single event.

**Documentation from the New Jersey Division of Taxation stating that the organization is exempt from sales and use taxes shall be attached with this application in order to obtain a fee-exempt license.

PLEASE BE ADVISED THAT ALL NON-TEMPORARY FOOD VENDOR LICENSES ANNUALLY EXPIRE ON MAY 31ST. APPROVAL FROM OTHER REGULATORY AGENCIES MAY BE REQUIRED PRIOR TO INITIAL OPERATION OF YOUR ESTABLISHMENT. FURTHER DOCUMENTATION MAY BE REQUIRED BEFORE OBTAINING HEALTH DEPARTMENT APPROVAL.

Establishment's Trade Name: _____
 Establishment's Address/License Plate: _____
 Phone: _____ Email: _____ Fax: _____
 Operator's Name: _____
 Operator's Address: _____
 Phone: _____ Email: _____ Fax: _____
 Birthdate: _____ Driver's License Number: _____
 Mailing Address (if applicable): _____

It is understood that such license is non-transferable, non-refundable, and is granted for the period designated on the license. Furthermore, the license may be revoked upon violation of any pertinent requirements of the Board of Health and/or the laws of the State of New Jersey. I attest that all of the information furnished in this Application is true.

Applicant's Name (Print): _____ Signature: _____ Date: _____

OFFICE USE ONLY			
Inspector's Initials: _____	Approved/Denied: _____	Fee: _____	Cash/Check #: _____
License #: _____	Issue Date: _____	Expiration Date: _____	

MOBILE/TEMPORARY RETAIL FOOD ESTABLISHMENT SURVEY

Name and Address of Event/Proposed Location: _____

Proposed Date(s) of Operation: _____

Proposed Time(s) of Operation: _____

Complete list of food and beverages to be offered: _____

Complete list of food and beverage suppliers: _____

Describe how food will be prepared/cooked/cooled/reheated/hot-held: _____

Describe how food contact surfaces will be washed, rinsed, and sanitized: _____

Describe how employees will clean their hands: _____

A SKETCH DIAGRAM OF YOUR ESTABLISHMENT WITH EMPHASIS ON THE LOCATION OF HANDWASHING FACILITIES, WAREWASHING FACILITIES, FOOD STORAGE UNITS, AND FOOD PREPARATION AREAS SHALL BE ATTACHED WITH THIS APPLICATION. YOUR COMMISSARY'S CURRENT SANITARY INSPECTION PLACARD WITH A SATISFACTORY RATING SHALL BE ATTACHED WITH THIS APPLICATION. ESTABLISHMENTS CATEGORIZED AS RISK TYPE 3 SHALL ATTACH THEIR CERTIFIED FOOD PROTECTION MANAGER'S CERTIFICATION WITH THIS APPLICATION. MOBILE RETAIL FOOD ESTABLISHMENTS CATEGORIZED AS ANY OTHER RISK TYPE SHALL ATTACH THEIR OPERATOR'S FOOD HANDLER CERTIFICATE TO THIS APPLICATION.

RETAIL FOOD ESTABLISHMENT REGULATIONS SUMMARY

- According to N.J.A.C. 8:24, a retail food establishment means an operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption. An establishment such as a restaurant, satellite or catered feeding location, catering operation if the operation provides food directly to a consumer or to a conveyance used to transport people, market, vending location, conveyance used to transport people, institution, or food bank, and that relinquishes possession of food to a consumer directly, or indirectly through a delivery services such as a home delivery of grocery orders or restaurant takeout orders, or delivery service that is provided by common carriers is regarded as a retail food establishment. A retail food establishment includes an element of the operation such as a transportation vehicle or a central preparation facility that supplies a vending location or satellite feeding location unless the vending or feeding location is permitted by the health authority, or an operation that is conducted in a mobile, stationary, temporary, or permanent facility or location, where consumption is on or off the premises, and regardless of whether there is a charge for the food.
- Other examples of a retail food establishment may include child care centers, schools, long-term care facilities, churches, food pantries, correctional facilities, or any operation that provides food directly to a consumer or member of the establishment.
- No mobile retail food establishment shall operate within 200 feet of an existing store selling the same or similar products, produce noise of sufficient volume capable of being plainly heard in public, operate during hours prohibited as per Kearny Municipal Code 5-2.10, nor operate in any areas prohibited as per Kearny Municipal Code 5-2.12.
- All temporary and mobile retail food establishments parked on private property shall obtain a written letter from the property owner and attach it with this application. Letter shall indicate the operator's access to restrooms.
- No mobile retail food establishment shall maintain a stationary location in any area zoned residential by Kearny Zoning Ordinance, nor shall they obstruct the streets or sidewalks of the Town of Kearny, nor shall they trespass on others' private property while distributing any goods in the Town of Kearny.
- No mobile retail food establishment, with the exception of a vendor of ice cream or box lunches, shall sell, solicit, dispose of or offer for sale any goods, wares or merchandise except between the hours of 9:00am and 6:00pm, except that at outdoor events sponsored by the Town such sales and solicitations may take place at the location of the event beginning one hour before the start of the event and ending 1/2 hour after the end of the event. No ice-cream vendor shall sell, solicit, dispose of or offer ice cream for sale except between the hours of 9:00am and 9:00pm during the months of June, July and August and between 9:00am and 8:00pm during the other months of the year except that at outdoor events sponsored by the Town such sales and solicitations may take place at the locations of the event beginning one hour before the start of the event and ending 1/2 hour after the end of the event.