

## Application to Operate a Temporary/Mobile Food Unit

**IMPORTANT:**

FAIR PERMIT APPLICATIONS ARE  
**DUE BY FRIDAY SEPTEMBER 13, 2024**

Submit to the Board of Health Office.  
Checks payable to Town of Belchertown

PERMIT# FAIR 24 - \_\_\_\_\_ FEE \$ \_\_\_\_\_

**Permit Fees:**

Temporary Food Permit ..... \$25.00  
Mobile or Pushcart Permit..... \$100.00 (valid until end of year issued)  
Non-Profit Organizations..... No Charge

**IMPORTANT:** Vendors must be ready for inspection on September 20, 2024 at 1:00 PM

**Mobile food units and pushcarts shall operate in full compliance with 105 CMR 590.000 –  
Minimum Sanitation Standards for Food Establishments**

Business Name: \_\_\_\_\_

Owner Name: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner Phone #: \_\_\_\_\_ Owner Email: \_\_\_\_\_

Base of Operation (if using one): \_\_\_\_\_

Base of Operation Address: \_\_\_\_\_

Base of Operation Phone #: \_\_\_\_\_

Type of Unit: Temporary (fixed location): \_\_\_\_\_ Mobile/Pushcart: \_\_\_\_\_

**Please provide the items listed below (incomplete applications will not be accepted):**

- List of all foods to be sold
- List source(s) of food (where it will be purchased or prepared)
- Provide copies of your **Food Protection Management** certificate (Serv-Safe certification and Allergen Awareness certification). If you believe your temporary food activities are exempt, provide a list of reasons. Your exemption request will be reviewed, and you will be notified by the Health Department.
- Provide name, address, and telephone number for mobile unit base of operation (if using one). A commissary kitchen is strongly recommended for establishments that cannot prepare or store food directly on their truck.
- First time applicants only:
  - Photos of unit including front, sides, and back. Unit must be easily identifiable with name of business.
  - Layout of mobile food truck including construction materials and finish schedules

For specific requirements of your unit, please review **Mobile and Temporary Pre-Operation Guidance Document** prior to scheduling your inspection (attached).

**NO TEMPERATURE CONTROLLED FOR SAFETY FOODS WILL BE ALLOWED TO BE SOLD TO THE PUBLIC UNLESS THE VENDOR IS EQUIPPED WITH HOT WATER, HANDWASHING FACILITIES, MECHANICAL REFRIGERATION, SANITIZERS, AND THERMOMETERS.**

**If food cannot be prepared on the truck a commissary kitchen is required. NO FOODS PREPARED AT A PRIVATE RESIDENCE WILL BE ALLOWED unless with a valid residential kitchen permit from the local Board of Health.**

Signature: \_\_\_\_\_

Date \_\_\_\_\_