



Dighton Board of Health  
1111 Somerset Ave  
Dighton, Ma 02715  
774-872-0943

FOR OFFICE USE ONLY

PERMIT NO: \_\_\_\_\_

DATE: \_\_\_\_\_

CHK# & PMT: \_\_\_\_\_

EXP DATE: \_\_\_\_\_

## Temporary Food Establishment / Catering Permit Application

A Temporary Food Service / Catering Permit fee is \$75.00

|  |  |                     |
|--|--|---------------------|
| Temporary Event Name:  |  |                     |
| Temporary Event Location:  |  |                     |
| Temporary Event Date(s):   |  | Hours of Operation: |
| Event Coordinator:   |  | Phone Number:       |
| Vendor Name:   |  | Email Address:      |
| Vendor Mailing Address:  |  | Vendor Phone #:     |
| <b>MASS. Food Protection Manager Certificate, Serv Safe &amp; MASS. Allergen Awareness Certificate attached: Yes / No</b><br><b>CERTIFICATE HOLDER MUST BE PRESENT AT THIS EVENT</b>   |  |                     |
| Emergency Contact Name:  |  | Emergency Phone #:  |
| Menu (attach or list all items, including beverages):<br>_____<br>_____<br>_____   |  |                     |
| Will all the food be prepared at the temporary event location/on-site? Yes / No<br>If the answer is No, please list the name and address of the establishment where the food will be prepared<br>_____<br><b>*Please note that food must be prepared in a Board of Health permitted establishment*</b> |  |                     |
| Food source (i.e. where you will purchase your food / beverages from):<br>_____  |  |                     |
| Sanitizer & appropriate test strips used (circle one)      Chlorine      Quat  |  |                     |
| Source and Storage of Water/ Ice:      Wastewater:      Garbage:   |  |                     |

I Certify I am familiar with 105 CMR 590.000 Minimum Standards for Food Establishments-Chapter X., federal 1000 Food Code and the above establishment will be operated and maintained in accordance with the regulations.

Applicant's Signature

Print

Date



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# Are You Ready?

Use this guide as a checklist to verify compliance with MA food safety regulations.

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- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>○ <b>Application Requirements</b></li></ul> | Submit a completed application to the Dighton Board of Health a minimum of 14 days prior to the event. |
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## **FOOD AND UTENSIL STORAGE AND HANDLING**

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>○ <b>Dry Storage</b></li><li>○ <b>Cold Storage</b></li><li>○ <b>Hot Storage</b></li><li>○ <b>Thermometers</b></li><li>○ <b>Food Display</b></li><li>○ <b>Consumer Advisory Allergen Awareness</b></li><li>○ <b>Food Preparation</b></li></ul> | <p>Keep all food, equipment, utensils and single service items stored above the floor/ ground on pallets or shelving, protected from contamination</p> <p>Use refrigeration units or insulated containers (Replenishing ice as needed) to keep potentially hazardous foods at or below 41°F.</p> <p>Use hot food storage units when necessary to keep potentially hazardous foods at or above 140°F.</p> <p>Use a food thermometer of both hot and cold potentially hazardous foods.<br/><b>* You must stock a stem thermometer to ensure hot and cold handling temperatures during the temporary event</b></p> <p>Protect food from customer handling, coughing, or sneezing by wrapping, sneeze guards or other protective barriers.</p> <p>Post- consumer advisories for raw or undercooked animal foods, if you will be serving meat, fish, poultry or eggs cooked to order at the event. Also be sure to post allergen awareness signage and if serving baked goods made at home, place signage that states not inspected or regulated by the Board of Health.</p> <p>Food Employees must use utensils (with long handles), disposable deli tissue, or disposable non-latex gloves to prevent bare hand contact with ready-to-eat food.</p> |
|---|--|

Protect all storage, preparation, cooking and serving areas from contamination.

Obtain food from an approved source. \*Potentially hazardous foods and perishable items may not be prepared in residential kitchens; these items must be prepared onsite or in a Board of Health permitted food establishment.



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## Temporary Food Establishment / Catering Permit Application

# Are You Ready, Continued

Use this guide as a checklist to verify compliance with MA food safety regulations

### **PERSONNAL**

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- **Person in Charge** There must be one designated person in charge at all times responsible for compliance with the regulations. You must submit a copy of your MA Food Manager and MA Allergen Trained Certificates with your application.
- **Hand Washing** A minimum of 2-gallon insulated container with a spigot, basin, liquid hand soap and disposable towels shall be provided for handwashing. The container shall be filled with warm water 110° to 130°F. A handwashing sign must be posted. (\*if running water not available.)
- **Health** The person in charge must tell food employees that if they are experiencing vomiting and/or diarrhea, or have been diagnosed with a disease transmissible through food, they cannot work with food or clean equipment or utensils. \*It is recommended to not work with food if infected cuts and lesions are present on fingers or hands
- **Hygiene** Food employees must have clean outer garments and effective hair restraints. Tobacco usage and eating are not permitted by food employees in the food preparation and service area.

### **CLEANING AND SANITIZING**

- **Sanitizing** Use chlorine bleach or other approved sanitizers for sanitizing food contact surfaces, equipment and wiping cloths, \*Test strips must be available and used.
- **Wiping Cloths** Store wet wiping cloths in a clean 50ppm-200ppm chlorine solution and change frequently.



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### **Temporary Food Establishment Packet**

A temporary food establishment is defined as a food establishment that operates for a one-time event.

Temporary food events are licensed and inspected by the local Board of Health in accordance with the Massachusetts Regulation 105 CMR 590.000 Minimum Sanitation Standards for Food Establishments- Chapter X and Federal 1999 FDA Food Code.

Enclosed is a Temporary Food Service / Catering permit application, which must be fully completed and returned to the Board of Health at 1111 Somerset Avenue, Dighton, MA 02715; **14 days** prior to the event. A pre-operational inspection will be conducted prior to the event by the local Board of Health. All equipment must be in working order. Failure to correct violations noted during the pre-operational inspection and routine inspections may result in suspension of the operations and no issuance of a permit.

Also enclosed is information to review outlining operational requirements and food safety information for temporary food establishment operators. You may also request additional food safety educational documents for your event by speaking to the sanitary inspector in charge.

Please review the materials carefully and share them with anyone who will be preparing and serving food with you. To obtain a copy of the CMR 105 590.000, MA Retail Food Safety Information visit...

<https://www.mass.gov/doc/105-cmr-590-state-sanitary-code-chapter-x-minimum-sanitation-standards-for-food-establishments/download>

Food Code 1999 information visit... <https://www.fda.gov/food/fda-food-code/food-code-1999>

Please contact the Board of Health if you have any questions or need assistance with completing your application at (774) 872-0943.



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## Temporary Food Establishment / Catering Permit Application

### **Temporary Food Establishment Process:**

- **Fill out Board of Health "Temporary Food Establishment Permit" Application.**  
(14 days prior to event)
  - Please be sure to fill out all information entirely on application
- **Pay the Temporary Food Permit Fee \$75.00.**
  - Please make check payable to "Town of Dighton"
  - No Fee for Non-Profit Organizations
- **Provide copies of a Massachusetts Food Protection Manager and a Massachusetts Allergen Awareness Certificate.**
  - CERTIFICATE HOLDER MUST BE PRESENT AT EVENT**
  - CERTIFICATES MUST BE HUNG IN VIEW**
- **Please provide a copy of Certificate of Liability Insurance Affidavit.**
- **Please provide a recent copy of Vermin & Pest report (dated within the last 6 months)**
- **Are you an Ice Cream Truck? Additional documentation is required:**  
**Cori Background Check**
- **Review the "Are you Ready" sheet within the Temporary Food Establishment Packet to ensure all the items noted are ready on site for the event.**
- **Permit will be issued at this event, after inspection is done and passed. The Health Agent reserves the right to inspect a vendor without notice.**



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### **FAQ'S on Temporary Food Establishment Permits**

#### ***What is the difference between a Private and a Public Event?***

- ▶ Private Event: An Event that is for members only, no invited guests, and is not advertised, (Birthday Party, Baby Shower)
- ▶ Public Event: An event that is advertised with fliers, banners, newspaper articles or by other means, and is subject to the health code requirements of the local board of health.

#### ***Public Food Establishments / Events... What food can I serve?***

- ▶ Depending on your menu and set-up of your cart, booth and/or mobile food service establishment there maybe limitations on what you can and cannot serve. Speak to the local board of health on this matter.
- ▶ For Public Events no preparation or serving of foods made within a residential home is allowed (*unless properly permitted with a Residential Food permit through the Board of Health.*) Commercially made foods and / or preparation within a permitted food service establishment are allowed.

#### ***Why do I have to pay a \$75.00 fee for a temporary food permit?***

- ▶ The \$75.00 fee is for the local Board of Health to review the application, conduct an inspection, and issue a Temporary Food Permit. The fee is waived for Non-Profit Organizations.

#### ***Why can't I bring food from home for a public event?***

- ▶ Food cannot be made in a private home setting and served to the public because home-based kitchens are not inspected or licensed with the board of health. (Licensed Residential Kitchens are exempt from this.) There is no way to ensure the equipment, food storage areas or product used within your home comply with regulation standards.

#### ***Non-Profit Organizations... Are they Exempt?***

- ▶ Certain organizations may also presume they are exempt from the local Board of Health regulations because of their non-profit status. Non-Profit organizations (i.e. soup kitchens, food donations for charity) are not exempt from inspections but there is no fee. Neighborhood bake sales may be exempt from these regulations but require signage to alert the public that they are made in a private home and not inspected or regulated by the board of health. \* Items are limited to non-potentially hazardous foods (non-PHF), such as baked goods and confectioneries. Potentially hazardous foods (PHFs), such as cream-filled pastries, cheesecake, custard and other foods which can support the growth of disease-causing bacteria are strictly prohibited.