

1. List all food & beverages to be offered at the event:

Hot Food Items	Cold Food Items	Baked Goods/Non PHF	Beverages	Condiments
1.				
2.				
3.				
4.				

2. Will all food listed above be prepared at the temporary food service booth? Yes: NO:
 If yes, complete section **B only**. If no, complete sections **A and B**.

****From the above menu, list each item and check which preparation procedure will occur:**

Section A: At an approved facility (Base of Operations): (X) All that apply next to food item

Food	Thaw	Cut / Assemble	Cook	Cool	Cold Holding	Re-heating	Hot Holding	Portion Package
1.								
2.								
3.								
4.								

Section B: At the Booth / Event: (X) All that apply next to food item

Food	Thaw	Cut/ Assemble	Cook	Cool	Cold Holding	Re-Heating	Hot Holding	Portion Package
1.								
2.								
3.								
4.								

3. Where will food purchased before the event be stored: _____
4. How will hot foods be kept at 140F or above while being served: _____
5. How will cold foods be kept at 41F or below while being served: _____
6. How will back up foods be kept hot or cold: _____
7. How will raw & Ready to Eat food be stored to prevent cross-contamination: _____
8. How will product(s) **not** individually packaged be protected from splash, dust, or other contamination: (i.e. Sneeze guards, covers) _____
9. Describe methods to be used to store & dispose of trash and recycling generated at event: _____

10. Draw in the location and **identify all equipment** including handwashing facilities, sanitizing stations, cooking equipment, refrigerators, worktables, storage of food/single service items.

If you have any questions regarding this application, contact the City of Newburyport Health Department at (978) 465-4110

Before completing this application, read "Temporary Food Establishment Operations - Are You Ready?" Have you read this material? Yes: <input type="checkbox"/> NO: <input type="checkbox"/>
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I certify that I am familiar with 105 CMR 590.000 Minimum Standards for Food Establishments-Chapter X., Federal Food Code and the City of Newburyport's Health Department festival rules and regulations. The above described establishment will be operated and maintained in accordance with the regulations.

Applicant Name (Print): _____

Applicant Signature: _____ Date: _____