



Office of
Board of Health

Town of Marshfield

Board of Health
870 Moraine Street
Marshfield, Massachusetts, 02050

Tel: 781-834-5558 Fax: 781-837-6047

MEMORANDUM

TO: All Temporary Food Vendors

FROM: Marshfield Board of Health

RE: Temporary Food Permit Changes

DATE: March 2, 2016

Attached please find the change in fee schedule for Temporary Food Establishment permits recently voted for and adopted by the Marshfield Board of Health.

The fee that you will be charged will not change (\$15 per day) if you complete early registration for the event. Early registration can be done by submitting a ***complete** application to the Board of Health by or before **14 days prior to the event.** (*A complete application must include Temporary Food Application, a copy of your current Food Certification, a copy of your current Allergen Awareness Certification and the fee),

If you do not submit a complete application package to the Marshfield Board of Health within the early registration timeframe, the fee charged shall be **\$25.00** per day. In addition, please note that **NO** temporary permits shall be granted **less than 72 hours** prior to the event.

Your early registration will provide our office with sufficient time to process your application, ask questions, and provide you with your permit.

Thank you for your cooperation.



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LEGAL NOTICE

At its regularly scheduled meeting of January 25, 2016, the Marshfield Board of Health adopted the following change to its Schedule of Fees and Policy for Temporary Food Establishments, effective February 22, 2016. Temporary Food Permits: \$25 per day, with early registration (completed 14 days in advance of event) at \$15 per day. A Policy of granting no permits requested less than 72 hrs. in advance of the event shall be in effect.

Marshfield Board of Health
870 Moraine Street
Marshfield, Ma. 02050

781-834-5558
Fax 781-837-6047

Permit # _____

Fee _____

Early Registration Fee: \$15.00 per day (if received 14 days prior to event)
\$25.00 per day (if received less than 14 days prior to event)

PLEASE NOTE: Applications will not be accepted less than 72 hours prior to an event.

APPLICATION FOR TEMPORARY FOOD ESTABLISHMENT PERMIT

***Applications will not be accepted unless a copy of your up-to-date food certification(s) and Allergen Awareness Training is enclosed.**

PLEASE PRINT CLEARLY

Name of Establishment: _____

Name of Certified Food Handler: _____

Name of Owner: _____

Email Address: _____

Business Address: _____

Complete Mailing Address: (if different than above)

Town: _____ **Zip:** _____

Fed. ID # _____

Phone: _____ Cell Phone _____

Event Location: _____

Date(s) of Event:: _____ **Hours of Operation:** _____

Menu: List all food items proposed to be prepared and served

Will all foods be prepared at the temporary food establishment booth? Y N

If no, attach a copy of the agreement with the licensed food establishment where the food will be prepared, including dates & times of food preparation. Describe how food will be safely transported to the event.

List sources if serving meat/poultry/seafood/shellfish (Shellfish tags must be maintained for 90 days)

List water source and storage method _____

How will wastewater be stored and disposed? _____

How will garbage be stored and disposed? _____

STATEMENT: I hereby certify that the above information is correct, and I fully understand that any deviation from the above, without prior approval from the Board of Health, may nullify final approval.

Signature(s) _____

Date: _____

**Early Registration Fee: \$15.00 per day (if received 14 days prior to event)
\$25.00 per day (if received less than 14 days prior to event)**

PLEASE NOTE: Applications will not be accepted less than 72 hours prior to an event.

APPLICATION WILL NOT BE ACCEPTED UNLESS IT IS COMPLETE !

Approval of these plans does not indicate compliance with any other code, law or regulation that may be required. It further does not constitute approval for operation. A pre-opening inspection of the establishment, with equipment in place and operational, will be required to determine compliance.
