

To Applicant:

The Health Department inspection does not grant the final approval for the operation of your food truck.

After a satisfactory inspection of the food truck, you must proceed to the City Clerk's Office for the final approval.



Public Health
Prevent. Promote. Protect.

Thank you,
City of Rahway

Department of Health



City of Rahway

Department of Health
One City Hall Plaza
Rahway, New Jersey 07065

\$100.00 Fee
Payable by
cash or check only

Tel: (732) 827-2085
Fax: (732) 381-7668
Health@cityofrahway.com

Temporary Food Service Application

APPLICATION MUST BE RECEIVED 15 DAYS PRIOR TO EVENT

*Please print
clearly*

You must provide the following:

- Current Retail Food License from Base of Operation
- Current Inspection Report and/or "Satisfactory Placard"
- Commissary Agreement if Kitchen is NOT OWNED
- Food Safety Certification

HOME PREPARED FOODS AND/OR FOOD PREPARED IN AN UNLICENSED AND UNINSPECTED FACILITY IS NOT PERMITTED TO BE SOLD TO THE PUBLIC (N.J.AC. 8:24-2.1C & 3.2-A-2)

Name and Place of Event: *(School, Fair, Park, etc.)* _____

Date(s) of Event: _____ Number of Days: _____

Arrival Time for Food Service Set Up: _____ Time of Event: _____

Name of Business/Organization: _____

Business Address: _____

Business Contact: _____ Phone: _____

Business Contact E-Mail: _____

Food to be Prepared on Site: _____

Additional Food Items to be Served: _____

Where will Food Be Purchased: _____

How will Perishable Food be Kept Below 41°F: _____

How will Hot Food Be Kept Above 135°F: _____

How will Service Utensils Be Cleaned and Sanitized: _____

Where will Utensils & Condiments Be placed for Public: _____

The Type of Hand Washing Facility Used: _____

How/Where will Trash, Recycling & Wastewater be Kept: _____

Official Use Only

Date Approved

Assigned To

Approved By

**EQUIPMENT AND/OR MOBILE TRUCK MUST BE IN CLEAN
AND SANITARY CONDITION PRIOR TO INSPECTION**

Transient Merchants and Itinerant Vendors

§ 311-35 Inspections

A. All food vehicles must be inspected by the City Health Department and present a valid food license at the time of application for a mobile food vendor license.

B. New or replacement food vehicles shall be inspected before operating. Operators shall submit specifications related to equipment types, manufacturers, model numbers, locations, dimensions, performance capacities, and installation specifications prior to the scheduled inspection. Additionally, operators shall submit information related to the layout, mechanical schematics, construction materials, and finish schedules. The City Health Department may request additional information required for the proper review of the food vehicle.

C. No changes shall be made to approved food vehicles without re-inspection by the City Health Department.

D. No food vehicle that utilizes propane shall operate within the borders of the City of Rahway without first having been inspected and approved by the Rahway Fire Department Fire Prevention Bureau. No changes shall be made to an approved food vehicle without re-inspection by the Fire Department.

E. Food vehicles shall be inspected annually. Compliant food vehicles shall receive a certificate of approval valid until January 15th (or the first regular business day thereafter if the 15th falls on a weekend or holiday) of the following year.

F. Certificates of approval shall be displayed prominently in or on the food vehicle as directed by printed instructions on the certificate.

G. The inspection fee shall be paid at the time of application. For continuous operation within the City, a yearly permit is required.

(1) For renewal, the vendor must file an application and pay the required fee prior to each new year, and an appointment for inspection will be scheduled no later than March 1.

(2) If the renewal fee is paid prior to the new year as required above, the certificate of approval shall be temporarily extended until the date of the vendor's required annual inspection provided it is no later than March 1.

H. Food Vehicles failing the inspection may be reinspected at any time. No additional fee will be charged for the first reinspection if within 30 days of the first inspection. The full inspection fee is required for reinspections after that date and any additional reinspections.

§ 311-36 Fees

A. The license fee for mobile food vendors shall be \$500 annually, per food vehicle for a business that does not have an existing brick-and-mortar eating establishment within the City, except that holders of special licenses pursuant to § 311-41H shall be exempt.

B. The license fee for mobile food vendors shall be \$250 annually, per food vehicle for a business that has an existing brick-and-mortar eating establishment within the City, except that holders of special licenses pursuant to § 311-41H shall be exempt.

C. For initial license/permit application:

(1) Each applicant is responsible for the cost of fingerprinting.

(2) Fee of \$100, payable to the City of Rahway to cover the administrative fee for the background check, except holders of special licenses pursuant to § 311-41H shall be exempt. The aforementioned fee does not include the cost of fingerprinting. Fees for fingerprinting are set by an outside vendor.

D. For an annual background check at renewal:

(1) Each applicant is responsible for the cost of the secondary check.

(2) Fee of \$50, payable to the City of Rahway to cover the administrative fee for the background check, except holders of special licenses pursuant to § 311-41H shall be exempt.

E. The inspection fee for each food vehicle shall be \$100.