



**TOWN OF BREWSTER**  
2198 MAIN STREET  
BREWSTER, MA 02631  
PHONE: (508) 896-3701 EXT 1120  
FAX: (508) 896-4538  
BRHEALTH@BREWSTER-MA.GOV

OFFICE OF  
HEALTH DEPARTMENT

**TEMPORARY FOOD SERVICE**  
**105 CMR 590.030**  
**APPLICATION AND OPERATIONS REVIEW**

Location where food is to be served: \_\_\_\_\_

Nature of event: \_\_\_\_\_

Date of event: \_\_\_\_\_ Time: \_\_\_\_\_

Estimated number of meals to be served: \_\_\_\_\_

Applicant's name: \_\_\_\_\_

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

Mailing Address (if different) \_\_\_\_\_

Phone: \_\_\_\_\_

Name of Business/Organization: \_\_\_\_\_

Phone: \_\_\_\_\_

Proposed menu items and supplier:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

We **STRONGLY** recommend that you visit each of the offices listed below and check if any licenses, approvals, inspections are needed. Please check that you have visited each of the following:

\_\_\_\_\_ Board of Selectmen (Liquor, common victual, town property use, etc.)

\_\_\_\_\_ Zoning (signs, usage, outdoor seating, etc.)

\_\_\_\_\_ Planning

\_\_\_\_\_ Police (liquor, outdoor refrigerators, traffic, etc.)

\_\_\_\_\_ Building (tents, plumbing, electric, building, etc.)

\_\_\_\_\_ Fire (fire extinguishers, smoke detectors)

Self-contained units and pushcarts must obtain mobile food permits in each town in which they serve food.

**Note: THIS APPLICATION MUST BE FILLED OUT COMPLETELY AND SIGNED BY APPLICANT.**

This application must be submitted at least 1 week prior to the day of the event. If you plan on serving food other than hot dogs and commercially prepared and portioned non-hazardous food (soda, chips, cookies, etc.), you must set up an appointment to review this application with a Health Agent. A licensed kitchen will be required for all prepared (non- store bought, non-packaged) foods.

## TEMPORARY FOOD SERVICE REQUIREMENTS

### Cleanliness:

1. No single service items (paper plates, plastic service, etc.) may be stored on the ground or unprotected from the public; plastic spoons, forks, etc. in individually sealed plastic containers are preferred.
2. Cutting boards, pots, etc. used in food preparation must be maintained in a clean condition and rinsed with a sanitizing solution after use. Wiping cloths used on cutting boards or for clean-up of any food contact surface must be kept in a sanitizing solution.
3. All food must be protected from dust, flies and other insects and from any capricious handling of food by the public or any form of contamination.
4. An acceptable form of sanitizing solution can be made from "bar tablets". These are used in bar sinks to sanitize glasses (follow label instructions carefully). Sanitizing solution can also be made using 2 teaspoons of regular bleach in a gallon of water. Wiping cloths should be kept in this solution.
5. ICE to be used in food cannot be used to store food (in cans or otherwise) and must be dispensed with tongs. Wrapped sandwiches shall not be stored in direct contact with ice.
6. Mustard, relish, catsup, or other condiments must be individual packets or clean squeeze bottles.
7. Milk and cream MUST be stored in individual containers only.
8. Dispensing utensils shall be stored with the handle extended out of the food or ice.

### Temperatures:

Hot foods: before any hot food is placed in steam tables or other means of maintaining the food temperature, the food must be brought to at least 165 degrees Fahrenheit and then stored at no less than 140 degrees Fahrenheit. A metal thermometer must be on hand to determine these temperatures.

Cold foods: all foods stored or served cold must be maintained at 45 degrees Fahrenheit or lower at all times.

Frozen foods: all frozen foods must be maintained at 0 degrees Fahrenheit or lower. Ice cream may be maintained at 10 degrees Fahrenheit or lower.

### **A. FOOD SUPPLIES**

1. Are all food supplies (including water and ice) from an inspected and approved source? \_\_\_\_\_
2. Will all pre-packaged food be labeled with the name and address of the manufacturer, name of product, list of ingredients, and net weight? \_\_\_\_\_
3. Will all pre-packaged, potentially hazardous foods (phf's) be labeled with a sell-by date? \_\_\_\_\_

### **B. FOOD STORAGE**

1. Is adequate freezer and refrigeration available to maintain foods at proper temperatures? \_\_\_\_\_
2. Is refrigeration mechanical or is ice being used? \_\_\_\_\_
3. Is each refrigerator/freezer equipped with a thermometer? \_\_\_\_\_
4. Will raw phf's be stored in the same refrigerators and freezers with cooked/ready-to-eat foods? \_\_\_\_\_  
If yes, how will cross-contamination be prevented? \_\_\_\_\_
5. Will all unwrapped foods be protected from dust, road dirt, insects, etc.? \_\_\_\_\_

**C. CONSTRUCTION OF FOOD SERVICE AREA**

Note: self-contained units are preferred. Without a self-contained unit only those phf's requiring limited preparation or pre-packaged foods will be allowed.

- 1. Will food be prepared or served in self-contained unit? \_\_\_\_\_
- 2. Is the unit constructed of safe materials that are durable, smooth and easily cleanable? \_\_\_\_\_  
Describe construction materials:

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- 3. Is the unit constructed and arranged so that food, drink and utensils will not be exposed to insects, rodents, dust or other contaminants? \_\_\_\_\_
- 4. Are protective covers provided for unwrapped foods on display? \_\_\_\_\_

**D. WATER SYSTEM/WASTE RETENTION**

- 1. Is a sink with hot and cold running water under pressure available for handwashing? \_\_\_\_\_
- 2. If no, indicate alternate means of handwashing to be used at site: \_\_\_\_\_
- 3. Are sinks with hot and cold running water under pressure available for washing equipment? \_\_\_\_\_  
If yes, state dimensions (LxWxH): \_\_\_\_\_  
If no, where will equipment and utensils be sanitized? \_\_\_\_\_
- 4. Sanitizing agent: \_\_\_\_\_ Concentration: \_\_\_\_\_ ppm \_\_\_\_\_  
Are test papers available to measure the strength of sanitizing solution? \_\_\_\_\_
- 5. Size of water supply tank: \_\_\_\_\_ gallons  
Size of waste retention tank: \_\_\_\_\_ gallons  
(Note: waste tank should be 15% larger than water tank)
- 6. Is water inlet of supply tank kept capped while not being filled and located in such a manner that it will not be contaminated by waste discharge, road dust, oil or grease? \_\_\_\_\_
- 7. Is the waste retention tank connection located lower than the water inlet connection? \_\_\_\_\_
- 8. How and where will the liquid waste from the retention tank be disposed of? \_\_\_\_\_

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**E. FOOD PREPARATION**

NOTE: Applies only to self-contained food units with water systems. Without water systems food service is limited to the sale of non-potentially hazardous foods, prepackaged potentially hazardous foods and the preparation of foods like hamburgers and hot dogs that only require seasoning and cooking.

- 1. List how each category of hot foods will be cooked/reheated: \_\_\_\_\_

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Note: Phf's to be served hot must be rapidly reheated to an internal temperature of 165 degrees Fahrenheit within 1 (one) hour.

- 2. How will bulk foods be maintained at 140 degrees Fahrenheit? \_\_\_\_\_

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- 3. Will food product thermometer be used to measure temperatures of phf's after cooking/reheating and during holding times? \_\_\_\_\_

- 4. Will sandwiches, salads and other cold ready-to-eat foods be prepared and or assembled on site? \_\_\_\_\_  
If yes, will utensils, disposable gloves, single-service papers, etc. be used to minimize food handling? \_\_\_\_\_
- 5. How will dispensing utensils be stored? \_\_\_\_\_
  
- 6. How will utensils be cleaned and sanitized if necessary during use? \_\_\_\_\_
  
- 7. Describe handwashing facility on unit: \_\_\_\_\_
  
- 8. Will any self-service of bulk foods be allowed? \_\_\_\_\_
- 9. Are all condiments, coffee creamers, sugar, etc. individually wrapped or in pour type dispensers? \_\_\_\_\_
- 10. Are all single service articles individually wrapped or stored in sanitary containers? \_\_\_\_\_
- 11. Will bulk phf's be discarded at the end of each business day? \_\_\_\_\_
- 12. How will out of date packaged phf's be handled? \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Health Agent: \_\_\_\_\_ Date: \_\_\_\_\_