



TOWN OF NORTHBRIDGE
BOARD OF HEALTH
Aldrich School Town Hall Annex – 14 Hill Street
Whitinsville, MA 01588
Phone (508) 234-3272
Fax (508) 234-0821

Application for Operation of a Concession Stand (Temporary)

PERMIT FEE: \$25.00

(No Charge for Non-Profit Organizations)

OPERATOR INFORMATION:

Name of Concession Stand Operator/Affiliation: _____

Location of Concession Stand: _____

Designated Person In Charge (PIC): _____

PIC Phone #: _____

Date(s) of Operation: _____ **THRU** _____
(Attach schedule of events)

Hours of Operation: _____

CONCESSION STAND MENU

- Pre-packaged foods (chips, candy, gum)
 - Pre-packed beverages (soda, water, Gatorade)
 - Coffee – Hot Chocolate
 - Hot dogs
 - Hamburgers and/or Other PHFs - ***Special requirements must be met – See Concession Stand Guidelines***
 - Other: ***Please explain in detail any other food that you intend to offer – this will be subject to review and approval of the Board of Health:***
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ADDITIONAL INFORMATION

Food source(s): _____

Source & Storage of ice: _____

Describe Hand-washing Facilities: *Hand-washing facilities are required unless ONLY pre-packaged foods are being offered:*

Water Source: _____ Sewage Disposal: _____

Garbage Disposal: _____

APPLICANT INFORMATION:

Name & Title of Applicant: _____

Mailing Address (Location to which food permit is to be mailed): _____

Phone Number: _____

I certify by signing this application that I have received and read the **Northbridge Board of Health Concession Stand Guidelines** and agree to abide by them. I further understand that this concession stand is subject to inspection while in operation by the Board of Health and that should it be determined that the stand is not operating in accordance with these guidelines it shall be subject to closure and revocation of its permit to operate.

Date

Signature of Applicant

**Late Fee of \$10 will be applied if application is not received 14 days prior to the event.*

For Board of Health Office Use Only:

Application Received Date: _____

Fee Paid: _____

Permit Number Issued: _____

Date Issued: _____

Comments: _____

CONCESSION STAND GUIDELINES

UNLESS OTHERWISE APPROVED BY THE NORTHBRIDGE BOARD OF HEALTH, CONCESSION STANDS SHALL BE LIMITED TO THE SERVICE OF HOT DOGS AND PRE-PACKAGED FOODS AND BEVERAGES ONLY.

1. A permit is required. Permits are issued annually and will expire at the close of the sport season. Applications must be received 2 weeks prior to opening for the season.
2. An inspection of the facility is required prior to the issuance of the temporary food permit.
3. All foods must come from an approved licensed source.
4. All food, drinks, and condiments shall be handled and stored in such a manner to prevent contamination. (covered, stored in clean containers, and kept off the ground)
5. **NO FOODS MAY BE SERVED THAT HAVE BEEN PREPARED IN A RESIDENTIAL KITCHEN.**
6. **HANDWASHING MUST BE AVAILABLE.** Concession stand must set up a temporary hand-wash station (diagram available from BOH) or provide hand sanitizer or hand sanitizing wipes. The use of disposable gloves can provide an additional barrier to contamination, but gloves are not a substitute for hand washing.
7. **Bare hand contact with ready-to-eat foods is not allowed.** Disposable non-latex gloves shall be readily available to concession stand employees/volunteers.
8. Ice used to cool cans and bottles shall not be used in beverage cups and should be stored separately. Ice must come from an approved source. Use a scoop to dispense ice – never use hands. *Ice can become contaminated with bacteria and viruses and can cause food-borne illness.*
9. The use of crock pots is **PROHIBITED**. (Slow-cooking may activate toxins that can survive the cooking process.)
10. Garbage and refuse shall be disposed of in a sanitary manner. The premises shall be kept clean.
11. All booths shall have walls, floors and ceilings that are durable and cleanable. All interior wood must be finished so it is non-absorbent and cleanable.
12. **NO SMOKING** is allowed.
13. There must be one designated person in charge at all times responsible for compliance with these guidelines. The person-in-charge must tell food employees/volunteers 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. Infected cuts and lesions on fingers or hands must be covered and protected with waterproof materials.

ADDITIONAL REQUIREMENTS FOR THE SALE OF HAMBURGERS & OTHER PHFs

1. Concession Stand must be equipped with a hand-wash sink
2. Concession Stand must be equipped with a 3-bay sink or 2-bay sink with BOH-approved variance
3. Hamburger patties must be **FROZEN** and properly stored on site.
4. Hamburgers are to be cooked on a grill out doors.
5. A food product thermometer must be on site.
6. Hamburgers must be cooked to an internal temperature of 155° F.
7. Separate tongs must be used for raw and cooked hamburgers.
8. Must designate 1 or 2 people to cook burgers – they shall be knowledgeable of all requirements dictated above for concession stands in the Town of Northbridge.