Public Health
Prevent. Promote. Protect.

Temporary Food Event Permit - Operates for a period of no more than fourteen (14) consecutive days in conjunction with a single event or celebration, whether food is for sale or not.
Application is due to Health Office 10 days prior to the event.

APPLICATION FOR A TEMPORARY FOOD SERVICE PERMIT

Return completed applications and required documentation with a **$30.00** cash or check to:
Stoneham Health Department located at 35 Central Street. Checks made payable to Town of Stoneham.

Attach to application:
Please be aware, when certification is required, the certified person is to be onsite during the entire event to oversee safe handling of food.
- ☐ **There is no fee for Non-Profit Organizations (attach copy of tax exempt form)**
- ☐ Food Protection Manager Certification. (if applicable, required if handling TCS foods)
- ☐ Allergen Awareness Certificate (Non- Profit exempt)
- ☐ Current Food Establishment Permit for location food is prepared. (food may not be prepared at home)

Organization: _____

Applicant Name: _____

Address: _____

Phone Number: _____ Applicant Email: _____
Name & Location of Event: _____
Event date(s): _____ Set up time: _____
List of ALL Food & Beverage to be served (attach separately if needed):
_____
_____

Check all food processes that will occur during the event and list equipment used.
- ☐ Transport food
  _____

- ☐ Hot/cold holding - equipment to maintain temperatures
  _____

- ☐ Cooking – (Contact fire department for compliance responsibilities)
  _____

- ☐ Customer self-service – Equipment or method to provide protection
  _____

Provision for toilet facilities, hand washing, running water: _____
_____

- ☐ I have read the Checklist for Temporary Events (Checklist can be viewed at Food Safety Program/Stoneham, MA (Stoneham-ma.gov)

Applicant Signature:
_____ Date: _____

January 2024