



TOWN OF ANDOVER

Town Offices
36 Bartlet Street

Andover, MA 01810
(978) 623-8200
www.andoverma.gov

<input type="checkbox"/> Caterer \$0
<input type="checkbox"/> Andover Restaurant \$30
<input type="checkbox"/> Group \$50 /Individual
CHECK ONE

TEMPORARY FOOD PERMIT APPLICATION

THIS FORM MUST BE FILED AT LEAST SEVEN (7) DAYS PRIOR TO EVENT ALONG WITH THE FOLLOWING DOCUMENTS IN ORDER TO BE APPROVED:

- COPY OF SERVE SAFE CERTIFICATE & ALLERGEN AWARENESS CERTIFICATE
- CATERING LICENSE / OPERATING PERMIT FROM THE LOCAL BOARD OF HEALTH
- FULL MENU

FOOD PERMIT APPLICANT	
Applicant Name:	_____
Applicant Address:	_____ _____
Applicant Phone #:	_____
Contact Name:	_____
Contact Phone #:	_____
Email:	_____

EVENT INFORMATION	
Name of Event:	_____
Event Address:	_____ _____
Date of Event:	_____
Hours:	_____

Food to be Served:

Number of Meals Served: _____

Type of Food	Source

Cold food must be kept at < 40°F, Hot food must be kept > 140°F; check how you will maintain temperatures:

- Ice Bath Ice In Cooler Refrigerator Cambro Hot Box Oven Stove Chaffing Dish w/Sterno

Food must be protected from contamination during storage, display and service; check how it will be done:

- Plastic/Commerical Containers Covered Dish Sneeze Guards Plastic Wrap Individually Wrapped

We require the following items to be on site:

- | | | |
|-------------------|-------------------|---------------------------|
| Food Thermometers | Disposable Gloves | Multiple Serving Utensils |
| Sanitizer Set-up | Hand Sanitizer | Wipe Cloths |

Please use this space to provide pertinent _____

Approved _____ Date: _____ Permit #: _____

**TEMPORARY PERMITS
(CHECK ONE THAT APPLIES)**

LICENSED CATERER – No fee (Register a copy of your Board of Health Catering License, Andover BOH Catering Registration form, Menu, and copy of on site Certified Food Handler Certificate). Reference: 105 CMR 590.00(A).

ONE DAY TEMPORARY CATERER–Fee \$30.00 (The applicant is a licensed restaurant / food service establishment that does not hold a catering license from their local Board of Health. Submission of the Temporary Food Permit Application, Certified Food Handler Certificate and Allergen Awareness Certificate is required.)

ONE DAY TEMPORARY PERMIT - \$50.00 – NON Food Service Group/Individual (Potentially hazardous foods will require a certified food handler and allergen awareness certificate)