

Manalapan Day - June 15, 2024- Vendor Application

Complete the following application clearly and completely.

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail: _____

Contact Person: _____ Cell: _____

- ☐ **FOOD VENDOR** \$350 PER SPACE () # of spaces _____
~ Health Food license applications must include Food License Fee
be received by **5/24/24!** \$400 PER SPACE () # of spaces _____
~ Space size 27 X 18 includes Fire Inspection Fee*/Food Lic. Fee
Total Due: \$ _____

Description of **ALL** foods please attach a copy of the menu & prices for the day (you will not be accepted if this is not received)!

All food vendors must provide a copy of their NJ Sales Tax Certificate and provide an Insurance Certificate naming Manalapan Township as "Additionally Insured" for this event. *Those food vendors with an open flame are required to pay the Fire Inspection Fee (i.e. grills).

- ☐ **INFORMATION VENDOR** \$235 PER SPACE () # of spaces _____
~ Provides information and DOES NOT SELL Total Due: \$ _____
any items ~ Space size 18 x 18

Description of items being distributed or "give aways": _____

- ☐ **MERCHANT VENDOR** \$100 PER SPACE () # of spaces _____
~ Sells product that can be taken with the customer Total Due: \$ _____
- See rules for prohibited items ~ Space size 18 x 18

Description of item(s) being sold (we reserve the right to exclude any inappropriate items being sold) IF IT IS NOT LISTED IT CANNOT BE SOLD:

All vendors are responsible for their own tables, chairs, tents, electricity and water. The vendor area will be lit after dark but any additional lighting (recommended) is the vendor's responsibility. This event is over at 10pm. No vendor will be allowed to leave their space prior to that time.

Space is limited! Submit your application early to ensure your space. Application deadline is May 24, 2024

Please make checks payable to: Manalapan Township, mail to: 120 Rt 522, Manalapan, NJ 07726

Attn: MAC Committee - Vendors

ALL FEES ARE NON-REFUNDABLE UNDER ANY CIRCUMSTANCES

I hereby apply for a vendor space at Manalapan Day on 6/15/24. I agree not to hold MAC and the Township responsible for any personal injury, property loss, or damage of any nature or cause, suffered as a result of operations of this event, and will abide by all rules and regulations on the attached application. The MAC and the Manalapan Township reserves the right to deny any application.

Signature: _____ Date: _____

Freehold Area Health Department

1 Municipal Plaza, Freehold, NJ 07728

Telephone: (732) 294-2060

Fax: (732) 462-2340

Margaret B. Jahn, MS, MPH

Director

Fee: \$35.00

Payable to Manalapan Township

TEMPORARY FOOD LICENSE PROCEDURES & APPLICATION

Vendors' Business Name:		Phone #:	
Address:		E-mail:	
Event Details			
Name of Event:		Date & Time of Event:	
Location:		Owner's Name:	
<p>New Jersey State Law mandates that certain food handling procedures be adhered to at all times. Foods must be obtained from approved sources and may not be prepared in a private home. Both hot and cold foods must be held and served within prescribed temperature limits. Bare hand contact with "Ready to Eat" foods is prohibited and Proper employee hygiene must be observed. Proper food preparation, transportation and on site holding procedures are all vital to ensuring a safe event.</p> <p>As such the Freehold Area Health Department, in accordance with existing local ordinance requires that all participants obtain a temporary retail food license to cover your operation.</p> <p>Please provide us with the following information:</p>			
1. Full menu with particular attention to any items which require temperature control and/or are "potentially hazardous".			
1)		2)	
3)		4)	
5)		6)	
7)		8)	
2. Proper washing, rinsing and sanitizing of equipment, especially food contact surfaces is required. Where is your product stored when not on site? Where is ware washing performed? Where is your equipment stored when not in use? (Facility name, address and phone number)			
3. What is the source of your food products? How will your products be transported to the site? Will the product be transported cold and prepared on site or will it be precooked at an offsite location and transported hot to the site?			
4. What arrangements will you have to ensure the product remains within acceptable temperatures <u>during transportation to and from the event?</u> (All cold food must be less than 41 degrees F. All hot food must be 135 degrees F or above.)			

TEMPORARY FOOD LICENSE PROCEDURES & APPLICATION

5. What arrangements will you have to ensure the product remains within acceptable temperatures while on site during the event? How will you properly reheat any products that may fall below 135 degrees during the course of the event? (Temperature abused products which cannot be reheated to 165 degrees for 15 seconds will be embargoed/destroyed.) Sharing of critical equipment is unacceptable. You must be appropriately equipped to properly conduct your operation

6. Muscle meats, pork and fish must be cooked to an internal temperature of 145 degrees for 15 seconds. Comminuted (ground) meats (hamburger for example) must be cooked to an internal temperature of 145 degrees for 3 minutes, or 150 degrees for 1 minute or 158 degrees for 1 second. Will a thin probe stem type thermometer be available so that you may monitor cooking and holding temperatures during the course of the event?

7. What type of measures do you intend to employ to ensure that the product is protected against potential customer contamination, insects and dirt or dust contamination while on site?

8. As per the revisions to the code effective January 2, 2007, bare hand contact with "Ready to Eat" foods is now prohibited. Are gloves appropriate for your operation and will they be available for proper handling of ready to eat foods? What measures will you employ to minimize cross contamination between raw and cooked or "Ready to Eat" products?

9. Hand washing is one key component in reducing the transmission of bacteria and minimizing potential cross contamination between raw items, cooked and "Ready to Eat" foods. What type of measures will you employ to provide for employee's hand washing facilities at your specific site?

10. Will a source of water for cleaning be available? Describe source of water, if available.

11. How will you wash, rinse and sanitize any equipment and/or utensils which become soiled during the event?

NOTE: This office reserves the right to issue further requirements based upon the nature of the proposed operation, in accordance with N.J.A.C. 8:24.

PLEASE RESPOND IN WRITING TO THIS OFFICE NO LATER THAN 7 DAYS PRIOR TO THE EVENT