



# Canal Day Association

10 Robert Street  
Wharton, New Jersey 07885



## Food Vendor's Application / Contract

**Event:** Wharton 40th Annual Canal Day Festival

**Date:** Saturday, August 22nd, 2015

**Where:** Hugh Force Canal Park, 270 W. Central Ave. Wharton, NJ

**Fee:** \$100.00 per 12' x 12' space

**Set Up Time:** 7:30 AM - 9:30 AM    **Festival Time:** 10:00 AM - 5:00 PM

**Questions:** Call - John 973-989-0237

**The Canal Day Association has exclusive right of sale of Hamburgers and Hot Dogs.  
Sale of Hot Dogs and Hamburgers in any variety or configuration is prohibited.**

Name of Business \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Website (optional) \_\_\_\_\_

Food Menu (specific description of product to be sold)

Food / Drink Option 1 \_\_\_\_\_ Price \_\_\_\_\_

Food / Drink Option 2 \_\_\_\_\_ Price \_\_\_\_\_

Food / Drink Option 3 \_\_\_\_\_ Price \_\_\_\_\_

Food / Drink Option 4 \_\_\_\_\_ Price \_\_\_\_\_

Optional Electrical Power 110 volts 20 amp \$100.00  Please check box if interested in optional selling opportunity during the Fireworks display at Robert Street Park from 7:00pm - 9:30pm.   
Please bring a minimum of 75' of approved electrical extension cord

Please include a photo of your display and indicate your display type

Van		Trailer		Tent	
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**Please return contract along with payment payable to: ----->  
Include a separate check of \$25.00 payable to Wharton  
Board of Health for Health Department inspection fee.**

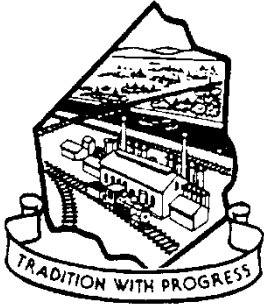
**Canal Day Association  
10 Robert Street  
Wharton, N.J. 07885**

An active Certificate of Insurance must accompany all applications. All food products must be approved by Canal Day Association. No alcoholic beverages or Non-food items (merchandise etc.) may be offered for sale by Food Vendor. Please note that vehicular movement within the festival area is prohibited once the festival is open to the general public.

**Name** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

I agree to the terms listed on this agreement and I agree to indemnify and hold harmless the Borough of Wharton, Morris County Park Commission, and Canal Day Association and their staff, contractors, and volunteers for any damage, loss or injury resulting from my participation in this event.



# BOROUGH OF WHARTON ADMINISTRATIVE OFFICES

10 ROBERT STREET, WHARTON, NJ07885-1997

973-361-8444 / Fax: 973-361-5281

## APPLICATION FOR TEMPORARY FOOD AND DRINK LICENSE

**PLEASE FILL OUT THIS APPLICATION AND RETURN TO THE CLERK'S OFFICE OR HEALTH DEPARTMENT AT LEAST TWO WEEKS PRIOR TO THE EVENT.**

**PLEASE ATTACH A LIST OF ALL FOOD HANDLERS.**

Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

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

Daytime Phone# \_\_\_\_\_, Home# \_\_\_\_\_

Date and Time of Event: \_\_\_\_\_

Location of food and drink sale: \_\_\_\_\_

Description of food services:

- ❖ List all foods to be sold and all supplies/purveyors (names and addresses):

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- ❖ Describe the method of food storage. Include details regarding how food will be held below 41 degrees Fahrenheit or above 135 degrees Fahrenheit.

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- ❖ Where will goods be prepared, on site or licensed food facility (Food ***cannot*** be stored, prepared or cooked in private homes)?

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- ❖ Describe the cooking method. (Food ***may not*** be reheated)

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- ❖ How will food be served/dispensed?

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❖ How will food be protected from the public and insects?

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❖ Describe the source of water and ice (for drinks only).

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❖ Identify the location of all restroom facilities:

Note 1: All foods shall be protected against contamination from dust, flies, unclean utensils and work surfaces, unnecessary handling, etc.

Note 2: No license shall be transferable.

In consideration of such license, I hereby agree at all times to conduct the said premises in conformance with the purposes, intent and provisions of New Jersey State Sanitary Code, and other ordinances of the municipality, relating to the conduct of said business. Any deviation from the above menu/format must be approved by the Health Department.

Print Name \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_

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**FOR OFFICE USE ONLY**

License # \_\_\_\_\_

Date

Issued \_\_\_\_\_

Fee \$ \_\_\_\_\_

Approved \_\_\_\_\_

# COMMISSARY AGREEMENT

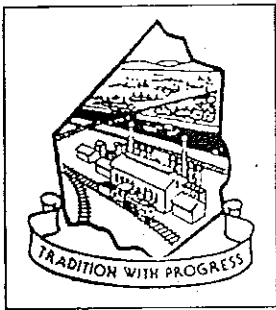
A "commissary" is a food establishment with a valid Department of Health permit that serves as a support kitchen for another food establishment(s) (lunch wagons, carts, boats, kiosks, meal serving sites, food manufacturer, etc.).

## Commissary

Name of Commissary (dba)	Permit No.
Street Address of Commissary	Phone No.
Owner Name (Corp., LLC, Partnership, Sole Owner, Other)	
Commissary Use Authorized By:	
_____ Signature of Commissary Owner/Authorized Person	_____ Date
_____ Print Name of Commissary Owner/Authorized Person	_____ Title

## Food Establishment Using Commissary Above

Name of Food Establishment (dba)	Permit No. (Renewal Only)
Owner Name (Corp., LLC, Partnership, Sole Owner, Other)	
The operations conducted in the commissary will include (check all that apply):	
<input type="checkbox"/> Cold storage of food products	
<input type="checkbox"/> Dry storage of food products	
<input type="checkbox"/> Food preparation (preparing, cutting, cooking, cooling, reheating, repackaging, etc.)	
<input type="checkbox"/> Cleaning/Sanitizing of equipment and utensils	
<input type="checkbox"/> Servicing water system (filling potable water and disposal of wastewater)	
<input type="checkbox"/> Other (list): _____ _____	
Expected scheduled usage of commissary (circle all that apply):	
Days:	Sun      Mon      Tues      Wed      Thurs      Fri      Sat
Hours:	_____
_____ Signature of Food Establishment Owner/Authorized Person	_____ Date
_____ Print Name of Food Establishment Owner/Authorized Person	_____ Phone Number of Owner/Authorized Person



**BOROUGH OF WHARTON**  
**BUREAU OF FIRE PREVENTION**  
10 ROBERT STREET  
WHARTON, NJ 07885  
MAIN: 973-361-8444 Ext. 2710 / FAX: 973-361-5281

09/14

**PERMIT APPLICATION - USE OF AN OPEN FLAME, OR FLAME PRODUCING DEVICE AT ANY PUBLIC GATHERING OR PLACE OF ASSEMBLY.**

DATE: \_\_\_\_\_ TYPE: 1 FEE: *Waived*  
PAYMENT BY CHECK OR MONEY ORDER ONLY

APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NO.: BUSINESS: \_\_\_\_\_ HOME: \_\_\_\_\_

USE LOCATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE NO.: \_\_\_\_\_

USE DATES AND TIMES: \_\_\_\_\_

SET UP DATE AND TIME: \_\_\_\_\_

**TYPE OF OPEN FLAME DEVICE:**

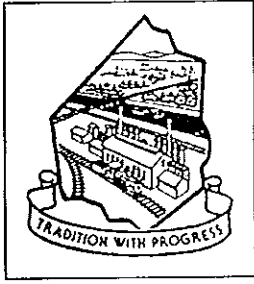
-- LPG STOVE/GRILL       -- CHARCOAL GRILL       -- CANDLE/TORCH

-- OTHER (COMPLETE DESCRIPTION) \_\_\_\_\_

**SUBMIT APPLICATION AT LEAST 14 DAYS PRIOR TO THE EVENT TO ALLOW TIME FOR REVIEW AND PROCESSING.**

I hereby acknowledge that I have read this application and that the information given is correct, and that I am the owner, or duly authorized to act in the owners behalf, and as such agree to comply with all applicable requirements of the N.J. Uniform Fire Code, the Borough of Wharton Regulations for Outdoor Public Assembly Functions and all conditions listed in permit issued.

Signed: \_\_\_\_\_ Title: \_\_\_\_\_



WHARTON BOROUGH  
Bureau of Fire Prevention

10 ROBERT STREET  
WHARTON, NJ 07885  
PHONE: 973-361-8444 Ext. 2710  
FAX: 973-361-5281

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**Regulations for Outdoor Public Assembly Functions**

## **Introduction**

This booklet consolidates and summarizes fire safety requirements to be used by event promoters and vendors. This booklet is to be used as a tool to assist in planning an event. This booklet outlines the fire safety practices found in the NJ Uniform Fire Code and NJ Uniform Construction Code. The Wharton Borough Fire Prevention Bureau is committed to ensuring the safety of all participants at community events. While the information set out below does not completely cover all the regulations found in the fire and construction codes, this document should answer most questions relating to outdoor public assembly functions.

## **General information**

- ◆ Contact the Wharton Borough Fire Prevention Bureau at 973-361-8444 Ext. 2710 to determine if a permit is required or if any information in this document is unclear.
- ◆ Any and all events must comply with the applicable requirements of the NJ Uniform Fire Code and NJ Uniform Construction Code, whether or not a permit has been issued.
- ◆ Permit applications may be obtained at the borough of Wharton Municipal Building, 10 Robert Street Wharton, NJ 07885 at the reception desk.
- ◆ The cost of a permit will be determined at the time of application. All required fees and supporting information must accompany the permit application. The fee covers the cost of review, processing and on site inspection.

## **Definitions**

**Cooking Booth:** are booths / trailers where food is prepared by a heating or cooking process such as but not limited to grilling, frying, barbecuing, flambéing, and deep fat frying, baking, warming and broiling

**Vendor booths:** are all booths/trailers except cooking booths

## **Phone numbers:**

Wharton Bureau of Fire Prevention – (973)-361-8444 Ext. 2710

Wharton Health Department- (973)-361-8444 Ext. 2715

Wharton Construction Department – (973)-361-8444 Ext. 2719

## Permit Requirements

### A permit is required for the following outdoor activities:

- ◆ The use of any open flame or flame producing device at a public assembly event.  
Including but not limited to: fuel gels, decorative torches, charcoal, gas grills, wood grills
- ◆ The use of any LP gas or device.
- ◆ Any tent or tensioned membrane structure more than 900 square feet or more than 30 feet in any direction, whether it is one unit or comprised of multiple units. **(Fire Prevention permit required)**
- ◆ Any tent or tensioned membrane structure of any size if they contain appurtenances such as platforms or electrical appliances. **(Construction Department permit required)**
- ◆ Any temporary structure covering an area in excess of 120 square feet. **(Construction Department permit required)**
- ◆ Any temporary electrical wiring **(Construction Department permit required)**
- ◆ Any service or preparation of food **(Health Department permit required)**
- ◆ The display of any animals or livestock **(Health Department permit required)**
- ◆ Any fireworks display
- ◆ Any ceremonial bonfire

**All permits must be submitted to the appropriate authority at least 14 days prior to the event. Failure to do this may result in the denial of your request.**

All required information must be provided at the time of submittal.

All required fees must be provided at the time of submittal.

Inspections will be performed by the Bureau of Fire Prevention as a condition of any permit that is issued.

Failure to adhere to the regulations and requirements of the NJ Uniform Fire code will result in the revocation of any permit.



## Use of Propane

1. A permit from the Bureau of Fire Prevention is required for the use of LP gas on any property used for public assembly.
2. The maximum size cylinder that will be permitted shall be one 100-lb DOT cylinder per booth.
3. The changing or filling of LP cylinders shall be done before or after the time the public is in attendance.
4. The storage of extra LP gas cylinders shall be subject to approval of the AHJ. Storage shall be in approved locations.
5. All cylinders shall have the current qualification date as required by the DOT.
6. All cylinders not in use shall have approved caps or plugs in place.
7. All cylinders shall be set on a firm foundation and be secured to prevent them from falling over.
8. All LP-gas containers shall be located a minimum of 5 feet (1524 mm) from any heat producing appliance.
9. All cylinders shall be placed in an approved location in the area of the appliances in use. All hoses shall be approved for use with LP gas and shall be one piece. Approved hard piped installations shall be permitted.
10. Cylinders including any spare cylinders shall not be located under any building overhang.
11. Proper equipment for performing a leak test shall be on site. A leak test will be performed by the vendor prior to the use of any equipment.
12. All appliances using LP gas shall be approved for such use and shall bear the label of an approved agency. Homeowner/non-commercial type cooking grills shall be used only after **prior approval /inspection by the Fire Official / Fire Inspector**. Appliances not pre-approved shall not be permitted.
13. At least one – 4A:60B: C fire extinguisher (10 lb ABC TYPE) shall be located within 10 feet of the LP gas use device. **NOTE:** If the appliance is an approved deep fryer, one Class K fire extinguisher for each appliance must be provided.
14. A shut off valve must be provided at each fuel source.

## Fire Extinguishers

1. Each cooking booth shall be equipped with a fire extinguisher with a minimum rating of 4A:60B: C (10 lb ABC TYPE). Any booth or trailer with deep fat frying shall be equipped with a class K fire extinguisher in addition to any other required fire extinguisher.
2. All fire extinguishers and fixed extinguishing systems shall have current year inspection tags from an approved fire extinguisher maintenance company.
3. Fire extinguishers must be mounted near the exit, must be visible and accessible.

## Cooking & Vendor Booth Construction and Location

1. All fabrics or membranes covering cooking and vendor booths must be certified flame retardant. Proof to be provided to the Bureau of Fire Prevention.
2. Decorative materials must be inherently fire resistive, or must be treated with an approved fire retardant paint or spray. Proof to be provided to the Bureau of Fire Prevention
3. Each cooking booth shall have at least one exit way, minimum 3 feet by 6'8" in height (booth frame shall not intersect exit path).
4. Cooking booths shall be separated at least 5 feet from any vendor booth or any other tent.
5. A 10 foot wide separation shall be provided for every 200-lineal foot of vendor booths.
6. Suitable barricades shall be provided to maintain a distance of 5 feet (1524 mm) between the heat producing appliances and the public.

## Cooking Equipment and Food Warming Devices

### Charcoal Cooking

1. Use only approved charcoal lighter fluid, electric starter or solid fuel lighters. Flammable liquids are prohibited. Only 1 quart of liquid starter is permitted on site.
2. Charcoal cooking shall be located 10 feet away from any combustible structure or vehicle.
3. Charcoal cooking shall be located a min. of 10 feet away from booths and from public access areas.
4. Coals shall be disposed of in metal containers as approved by the Bureau of Fire Prevention.

### Deep Fat Frying/Open Flame Cooking

1. Deep fat frying shall be defined as any cooking operation or process whereby the product floats or is submerged in hot oil during the cooking process.
2. Only one – deep fat fryer, single well is permitted per booth.
  - ◆ **Exception:** Enclosed trailers with approved fixed fire suppression systems
3. The fryer shall have a lid for immediate use to smother and cover a fire.
4. The fryer shall be limited to 288 square inches.
5. The fryer shall be located on a non-combustible surface.
6. The fryer must be equipped with a temperature regulating device and be approved by a recognized testing agency.
7. The fryer must be separated from any other cooking appliance by 3 feet.
8. If the device is LP gas fired, the fuel supply tank must be located a minimum of 5 (feet) from the cooking area. (See Propane gas section for addl. Requirements)
9. The cooking area must not be accessible by the general public.
10. Each booth shall be equipped with one approved Class K fire extinguisher within the booth area for each device. An approved automatic fire extinguishing system shall be provided in any enclosed structure/trailer in addition to the Class K fire extinguisher.

## **Open Flame Use**

Open flame use such, as lanterns, candles and torches, is prohibited unless approved by the Bureau of Fire Prevention.

- ◆ **Exception:** candles may be used on tables for food service with the approval of the Bureau of Fire Prevention if the candles are securely supported on non-combustible bases, with the bases so located as to avoid danger of ignition of combustible materials.

## **Electrical Power**

1. Generators shall be placed in approved locations. Generators shall be separated from tents, canopies or membrane structures by a minimum of 20 feet (6096mm) and shall be isolated from the public by fencing, enclosure or other approved means.
2. Refueling of generators is not permitted while the public is present.
3. Refueling of generators shall take place only when generator has been shut down.
4. During approved fueling times, no smoking or open flames are allowed within 20 feet.
5. Extension cords shall be of the grounded type and approved for outdoor use.
6. A minimum 4A:60B: C fire extinguisher (10 lb ABC TYPE) shall be provided for each generator in use.

## **Miscellaneous**

1. All compressed gas cylinders shall be properly chained or otherwise secured in an upright position.
2. All cooking areas shall be cleaned regularly to prevent a build up of grease.
3. All trash and combustible rubbish shall be removed to proper receptacles regularly.
4. All combustible materials shall be kept away from heat sources.