



Town of Derry Public Health

14 Manning Street, Derry, NH 03038

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APPLICATION FOR A MOBILE FOOD SERVICE ESTABLISHMENT LICENSE
(License will not be issued unless application and attached sheets are completely filled out.)
(Please make checks payable to **Town of Derry.**)

Type of License: Type 5 License Fee: \$60.00

Name of Establishment: _____ Phone: _____

Address: _____ Town: _____ Zip: _____

E-MAIL Address: _____

Motor Vehicle Plate #: _____ VIN #: _____

Year: _____ Color: _____ Make: _____ Model: _____

Owner's Name: _____ Phone: _____

Address: _____

Type of Ownership: ☐ Sole Proprietorship ☐ Joint Venture Tax ID: _____
☐ Corporation ☐ Partnership
☐ LLC ☐ Other
☐ Not for Profit: No fee required

Operator / Driver: _____ Cell Phone: _____

Name of Commissary: _____ Daily Servicing Time: _____

Derry Route: Please fill out name, address and time of stops in Derry.

Business	Address	Arrival Time	Departure Time

Food Item	Off Site Prep (Yes / No)	On Site Prep (Yes / No)	Holding (Hot / Cold)	Serving (Hot / Cold)

Transportation:

What is the length of time of transport? _____

How is the food kept hot or cold? _____

Describe Equipment used for:

Cold Holding: _____

Cooking: _____

Hot Holding: _____

Reheating: _____

Will food thermometer be used? Yes _____ No _____

If Yes, what type of thermometer will be used? _____

Hand-washing Facilities:

Plumbed Sink _____ Gravity Flow Container _____ Other (please explain) _____

Sanitizing Solution:

Bleach Water _____ Other (please explain) _____

Garbage Disposal:

Trash Cans _____ Dumpster _____ Other (please explain) _____

Source of Water: _____

Wastewater Disposal: _____

After a properly completed application is submitted, reviewed, and APPROVED, and an inspection is conducted which shows that the mobile food unit is in compliance with He-P 2326 Mobile Food Units and Pushcarts, a Mobile Food Establishment License will be issued.

APPLICANT'S SIGNATURE: _____

TITLE: _____ **DATE:** _____

MOBILE FOOD ESTABLISHMENT - COMMISSARY CERTIFICATE

The NH Sanitary Food Code, He-P2300, and the Town of Derry Ordinance, Chapter 55, require that all food served by mobile vendors must be prepared in an approved and licensed commissary. A commissary is defined as a “catering establishment, restaurant, or any other place in which food, containers, or supplies are kept, handled, prepared, packaged, or stored.” A commissary cannot be a residential kitchen. Refer to He-P2326 for specific requirements.

Mobile Food Establishment operators who prepare foods must submit the following certificate from an approved and licensed commissary before the Public Health Department can issue a permit to operate.

If the Commissary is located outside of Derry, a copy of the commissary’s permit to operate and most recent inspection are required.

If the owner of the commissary is an individual other than the operator of the Mobile Food Establishment, the following must be completed by the owner of the commissary:

Name of Commissary: _____

Address: _____

Owner: _____

If the owner of the commissary is an individual other than the operator of the Mobile Food Establishment, the following must be completed by the owner of the commissary:

I hereby certify that I have given permission to _____
(Mobile Food Establishment)

to prepare food and clean and sanitize equipment in my premises.

I understand that I am responsible for the wholesomeness and quality of food as it relates to preparation in my establishment, and certify that my establishment meets requirements of the NH Sanitary Food Code.

Print Name: _____ Date: _____

Signature: _____ Title: _____