

**2016 APPLICATION FOR LICENSE TO OPERATE FOOD ESTABLISHMENT**

**Read Entire Application BEFORE Signing**

*(Office Use Only)*

FEE FOR THIS	DATE OF ISSUE	LICENSE
ESTABLISHMENT	CASH/CHECK/MO#	NUMBER
\$\$		#

Return this completed form by February 28, 2016 with a check or money order payable to the City of Orange Township. Starting March 1, 2016 a \$100.00 late fee will be incurred.

**City of Orange Township  
Health Department  
29 No. Day Street, Orange, NJ 07050**

1. Name of Establishment: \_\_\_\_\_
2. Establishment Address: \_\_\_\_\_
3. Establishment Phone # \_\_\_\_\_ Emergency Phone # \_\_\_\_\_ Fax # \_\_\_\_\_
4. Name of Owner: \_\_\_\_\_
5. Owner's Address \_\_\_\_\_
6. Owner Phone # \_\_\_\_\_ Email Address: \_\_\_\_\_
7. If premises are leased / rented, property owner's name & address \_\_\_\_\_  
\_\_\_\_\_
8. Establishment Square Feet (including storage, dining, and outdoor eating) \_\_\_\_\_
9. Establishment Seating Capacity (including bar & outdoor eating) \_\_\_\_\_
10. Name & Address of Exterminator \_\_\_\_\_
11. Name & Phone # of Waste Disposal Service \_\_\_\_\_
12. Name & Address of Shellfish Supplier \_\_\_\_\_  
\_\_\_\_\_
13. List of Types of Food & Beverages Sold or Served (attach menu) \_\_\_\_\_  
\_\_\_\_\_
14. All type 3 and 4 establishments must provide a Food Manager's Certificate from Serv Safe Food Manager's program (N.J.A.C.8:24-2.1)
15. Enclose a current copy of your Certificate of Occupancy with this application.

**16. Submission of Plans / Pre-Operational Inspection:**

Whenever a retail food establishment is constructed or extensively remodeled and whenever a structure is converted for use as a retail food establishment, three sets of plans and specifications pertaining to the health and sanitary aspects of the operation (including equipment layout and design, construction material of all surfaces, overview of operation, etc.) shall be submitted directly to the Health Department for review and approval before construction or remodeling can begin. A pre-operational inspection by the Health Department is required to the operation of any new or remodeled establishment.

**17. Expiration / Renewal of License**

**The license period runs from January 1, 2016 to December 31, 2016.** Applications for renewal shall be submitted with the required fee before March 1<sup>st</sup> of each year. A \$100.00 LATE FEE WILL BE CHARGED TO ALL APPLICATIONS RECEIVED STARTING March 1st.

**Please Note Application Fees are NON-REFUNDABLE**

**18. Change of Ownership Inspection:**

Retail Food Establishment Licenses are NOT TRANSFERABLE. All retail food establishments which change ownership, including re-incorporation, are required to obtain a new license and be inspected by the Health Department before the new owners may begin operation.

19. I understand that this establishment is being licensed under the Township of Orange Ordinance # 12-2010 and # 21-2012. In consideration of such license, I hereby agree to at all times to conduct business within the said premises in conformance with the proposed intent and provisions of City of Orange Township. Ordinance # 12-2010 Chapter 98 of the New Jersey State Sanitary Code, and other Ordinances, the amendments and supplements thereto and other Ordinances of the municipality and statutory laws of the State of New Jersey relating to the conduct of such business.

I have read and understand all the above requirements and agree to abide by them as conditions of this license.

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Applicant's Name (please print)

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Signature of Applicant:

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Title of Applicant

License Fees: Please check applicable Category/Fee

	Category	Fee
	Bakery Specialty	\$75.00
	Bakery Full Service	\$100.00
	Candy Counters	\$50.00
	Catering, Off Premises Only	\$125.00
	Delicatessen-Grocery, No Seating	\$75.00
	Delicatessen-Grocery	\$100.00
	Frozen Dessert, No Seating	\$50.00
	Frozen Dessert, Seating	\$75.00
	Health Care Facility, w/Bed Capacity up to 40	\$125.00
	Health Care Facility, w/Bed Capacity over 40	\$300.00
	Health Care Facility, Non Profit	\$250.00
	Meat or Fish Market	\$75.00
	Mobile Truck (Food Peddlers), Sealed Packaged Goods Only	\$100.00
	Packaged Goods Store/Gas Stations	\$75.00
	Restaurant, Luncheonette, Hotel, Country Club or Banquet House w/ seating capacity of 0-50 persons	\$100.00
	Restaurant, Luncheonette, Hotel, Country Club or Banquet House w/seating capacity of 51 to 100 persons	\$150.00
	Restaurant, Luncheonette, Hotel, Country Club or Banquet House w/seating capacity of 101 to 150 persons	\$200.00
	Restaurant, Luncheonette, Hotel, County Club or Banquet House w/seating capacity of over 200	\$300.00
	Schools and Nursery Schools w/Food, Profit	\$100.00
	Schools and Nursery Schools w/Food, Non-Profit	\$50.00
	Snack Bar	\$75.00
	Supermarket w/ up to 20,000 square feet	\$150.00
	Supermarket with over 20,000 square feet	\$250.00
	Tavern or Liquor Store without Food Service	\$50.00
	Tavern or Liquor Store with Food Service	\$100.00
	Dispensing of Packaged Ice	\$50.00
	Adult Daycare	\$100.00
	Group Homes	\$50.00
	Food Pantry	\$50.00
	Church Kitchens	\$50.00
	Soup Kitchens	\$50.00
	Coffee Shop	\$75.00