



Township of Wyckoff FIRE PREVENTION BUREAU

Food Truck Permit Requirements

There are multiple rules concerning food truck in the State of New Jersey. A mobile enclosed unit or canteen is synonymous with the term food truck.

A mobile enclosed unit is defined as: Vehicles that contain cooking equipment that produce smoke or grease-laden vapors for the purpose of preparing and serving food to the public. Vehicles intended for private recreation shall not be considered mobile food preparation vehicles.

FIRE SAFETY PERMIT:

Cooking vendor permits – a permit application shall be submitted through Wyckoff Fire Prevention Bureau for each vendor for every event. N.J.A.C. 5:70-2.7(a); All cooking vendors shall be required to apply for a fire safety permit through the Wyckoff Fire Prevention Bureau and pay for a Type-1 Permit which is \$54.00. Permits will not be issued unless payment is made in full. This is an application processing fee and is not refundable. N.J.A.C. 5:70-2.7(f); The fire official upon inspection may deny or revoke a permit at any time; this can be due to failure to meet the permit conditions, unabated fire code violations or unsafe conditions.

FIRE EXTINGUISHER:

All cooking vendors shall supply their own fire extinguishers. N.J.A.C. 5:70-3, 906.2; All fire extinguishers shall comply with NFPA 10/2002. All fire extinguishers shall have a valid dated inspection tag, good of one year. A minimum of a 2A:10:BC rated fire extinguisher must be mounted in the truck or trailer.

N.J.A.C. 5:70-3, 904.11.5; Class K portable fire extinguishers are required for cooking with vegetable or animal oils and fats.

N.J.A.C. 5:70-3, 904.11.5.1; Class K portable fire extinguishers are required for cooking with solid fuel. N.J.A.C. 5:70-3, 904.11.5.2; Class K portable fire extinguishers required for deep fat fryers. (See 2006 IFC-NJ for size and quantity)

PROPANE TANK:

N.J.A.C. 5:70-3, 3003.5.3; Propane tanks shall be secured, to prevent falling over.

N.J.A.C. 5:70-3, 3801.1; Propane tanks and equipment shall comply with NFPA 58/2004.

Mobile Canteens & Cooking Trailers:

N.J.A.C. 5:70-4.7(g) All cooking operations that produce grease laden vapors shall be equipped with a ventilating hood, duct, and automatic fire suppression system.

N.J.A.C. 5:70-3, 904.6; Dry chemical extinguishing systems shall be maintained and inspected semi-annually as per NFPA 17/2002.

N.J.A.C. 5:70-3, 904.5; Wet chemical extinguishing systems shall be maintained and inspected semi-annually as per NFPA 17A/2002.

N.J.A.C. 5:70-3, 609.2; Excessive grease and residue buildup on kitchen exhaust systems, cleaning required.

MISCELLANEOUS:

N.J.A.C. 5:70-3, 104.3; All appliances shall be listed and labeled and approved by the fire code official. (No homemade appliances).

N.J.A.C. 5:70-3, 2403.8.2; No vehicles shall be parked within 5 feet of tents or canopies.

N.J.A.C. 5:70-3, 2404.15.3; Suitable barricades shall be provided to maintain 5 feet between the heat producing appliance and the public.

340 Franklin Ave, Wyckoff, NEW JERSEY 07481

EJ Lawler – Fire Official

Phone: (201) 891-7000 Ext. 2030

Email: elawler@wyckoffnj.gov

Fax: (551) 619-6377

For official Use only
Permit #:

Inspection Result:



For official Use only
Type 1 Permit \$54.00

Check #: _____

Date: _____

Township of Wyckoff
FIRE PREVENTION BUREAU

Food Truck Permit Application

(Permit fee is non-refundable and due at time of application)

Business Name: _____

Business Address: _____

Email: _____ Business Phone: _____

Vehicle Make: _____ Vehicle Model: _____ Vehicle Type: _____

Vehicle Plate: _____ State : _____ Vin: _____

Name of Event: _____ Address of Event: _____

Date of Event: _____ Setup time: _____ Event Time: _____

Name & Phone of Event Organizer: _____

Document requirements for Application:

- Current Vehicle Registration Card
- Current Vehicle Insurance Card
- Current Business General Liability Insurance
- Current Inspection report for hood suppression system

Requirements at Time of Inspection:

- Ventilation hood and fan system cleaned and tagged with last cleaning date
- Proper Fire Extinguisher and current inspection tag
- Propane tanks properly secure, in good condition within Hydro Test compliance
- Propane piping and hoses in good condition and not leaking
- Placard on propane cabinets and "No Smoking Signs" posted
- Generator clear of combustibles
- Power Cords in good condition
- Truck/trailer positioned 5 feet away from any combustible structure/tent

The undersigned agrees to comply with and abide by all of the ordinances, rules and regulations Of the Township of Wyckoff, Wyckoff Fire Prevention Bureau and the New Jersey Division of Fire Safety.

Inspection failure may result in vehicle being removed from the area and not allowed to return until violations are abated. Permission to operate will be granted after a Passing Inspection.

The undersigned attest that all information provided herein and/or attached to the application is true and understand that the application fee will not be refunded under any circumstances.

Applicant Signature: _____ Date: _____

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TOWNSHIP OF WYCKOFF
MEMORIAL TOWN HALL - 340 FRANKLIN AVENUE
WYCKOFF, NEW JERSEY 07481-1907
TEL: 201-891-7000 FAX: 201-891-9359

TEMPORARY FOOD EVENT APPLICATION

EVENT INFO

Event Name:	Date of Event:	
Time Vendor will be set up for inspection:	Time Frame of Event:	
Event Address:		
City:	State:	ZIP:
Event Coordinator Name/Organization:		
Event Coordinator Email:	Event Coordinator Phone:	

VENDOR INFORMATION

Business Owner/Entity Name:		
Mailing Address:		
City:	State:	ZIP:
Phone:	Email:	
Onsite Operator:	Phone:	
Site set up: <input type="checkbox"/> Food Truck <input type="checkbox"/> Trailer <input type="checkbox"/> Table <input type="checkbox"/> Tent <input type="checkbox"/> Other: _____		

FOOD PREPARATION

PLEASE NOTE: ANY FOOD PREPPED BEFORE THE EVENT MUST BE PREPARED IN A LICENSED, INSPECTED KITCHEN

Where is food purchased? (maintain receipts for inspection):			
Where will food be prepared?:			
If food is prepared at a commissary, please fill out the following information:			
Commissary Name:		Commissary Address:	
City:	State:	ZIP:	Phone:

MENU INFORMATION

Menu Items to be served: _____

PRE-SCREENING DOCUMENTATION REQUIRED

Copies of the following items must be submitted with your application prior to the event:

1. Business License and Certificate of Insurance
2. Food Safety Program Certification
3. Last Inspection report
4. Commissary License – if applicable
5. Commissary Inspection report – if applicable
6. Photos of truck equipment and sinks – if applicable for truck or trailer

All stages of food activities require Health Department oversight. Commissary kitchen paperwork in another business name will not be accepted.

FEES

1 – 3 DAY FOOD HANDLERS - \$ 70.00

4 – 7 DAY FOOD HANDLERS - \$145.00

MAKE CHECKS PAYABLE TO: TOWNSHIP OF WYCKOFF

I certify to the best of my knowledge that all information supplied is true and correct. I have received, read and understand "Requirements for Temporary Food Events." I understand that event participation approval is based on Health Department application review and vendor pre-screening.

Signature: _____

Date: _____

For Office Use Only
Reviewed and Approved by:

Name: _____

Date: _____

Fee: _____

Paid by: ☐ Cash ☐ Money Order ☐ Check CK# _____

Fee paid by: ☐ Promoter ☐ Directly



COUNTY OF BERGEN
DEPARTMENT OF HEALTH
Division of Environmental Health
Office of Consumer Health
220 East Ridgewood Avenue • Paramus, New Jersey 07652-4895
(201) 634-2730 • FAX (201) 634-2808

HEALTH DEPARTMENT REQUIREMENTS FOR TEMPORARY FOOD EVENTS

Operations must be in full compliance with NJAC 8:24 *"Sanitation in Retail Food Establishments, Food and Beverage Vending Machines and Cottage Food Operations"*. Home prepared foods are prohibited except as regulated by NJAC 8:24, Subchapter 11 – *Cottage Food Operator Permit*.

Pre-Screening

- All vendor food activities require Health Department oversight. Food prepared prior to the event must be in a licensed, inspected kitchen. Documentation of this oversight must be provided. (see attached application for details)
- Certification in a food safety course is expected.
 - o Registration for future classes:
<https://www.co.bergen.nj.us/consumer-health/food-safety-program>



- All foods must be obtained from an approved source (a food facility that is licensed by either the local health authority, FDA, USDA or state as a wholesale food supplier). Receipts are required.

Food Temperatures

Proper food temperatures must be maintained at ALL times during transport, on display and in storage.

- COLD FOODS MUST BE **41°F OR BELOW**
- HOT FOODS MUST BE **135°F OR ABOVE**
- Raw animal foods must be cooked to their proper temperature
- Potentially hazardous foods that require **reheating** must be cooked to **165°F**
- Sternos, steam tables or other hot-holding equipment may not be used to reheat

potentially hazardous foods.

- Food testing/probe thermometer required for potentially hazardous foods
- Refrigeration thermometers required for cold holding units.
- Maintain a sufficient supply of ice

Personal Hygiene

A means for **hand-washing** **MUST** be provided. A portable hand-wash station is the best and most preferred method.

- Provide soap and paper towels.
- Hand sanitizers may be used to follow handwashing but shall not be approved as a sole method of cleaning hands (except in the case of pre-packaged foods only).

Bare hand contact with ready-to-eat foods **must be eliminated**. The use of gloves, tongs, deli paper, etc. must be utilized. If gloves are used, they must be properly changed in between activities (i.e. handling raw meats, ready-to-eat foods, soiled equipment/utensils, smoking, eating/drinking, handling money etc.)

Food handlers must wear hair restraints.

Any vendor or worker with signs/symptoms of illness may not participate in the event.

Equipment and Warewashing

Prevent Cross Contamination

- Separate utensils must be utilized for raw foods and ready-to-eat foods.

Ice used for storage must be separate from ice used for consumption.

- Ice for consumption must be handled with a scoop and stored in a clean, self-draining container protected from contamination

Wash, Rinse and Sanitize method needed for warewashing.

- The following method may be used in the absence of fixed plumbing or a 3 comp sink:
 - o Set up three buckets or large containers. Fill the first with soap and water. Fill the second with water only. Fill the third with bleach and water (50-100 ppm / one half ounce bleach per gallon of water).
 - o Wash item in the first bucket; rinse it off in the second; dip it in the third bucket for one minute and allow to air dry.

All items must be off the ground and protected (Food, beverages, utensils etc.)

Single use, disposable items should be utilized wherever possible.

Equipment used for transport & storage (coolers etc.) must be clean and in good repair.