



**TOWN OF MEDWAY**  
**COMMONWEALTH OF MASSACHUSETTS**

*Medway Town Hall  
155 Village Street  
Medway, MA 02053  
Phone (508) 533-3206*

**BOARD OF HEALTH**

**Mobile Food Establishment Permit Application**

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

**Type of Application:** ☐ New Food Establishment ☐ Renewal

**Business/ Organization Information:**

Name posted on Mobile Food Unit: \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ License Plate #: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Owner Information:**

Name: \_\_\_\_\_

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

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Person-in-Charge (PIC) and Supervisor Information:**

Name of the person in charge of mobile food unit: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Base of Operation Information:**

Do you have a base of operation? ☐ Yes- submit copy of food permit ☐ No

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

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

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Menu and Operation Information:**

List all food item(s) offered or submit a menu: \_\_\_\_\_

\_\_\_\_\_

How and where will food items be stored and held: \_\_\_\_\_

\_\_\_\_\_

How will TCS food items be held cold (41°F or below): \_\_\_\_\_

\_\_\_\_\_

How will TCS food items be held hot (135°F or above): \_\_\_\_\_

\_\_\_\_\_

How will TCS food items be cooked: \_\_\_\_\_

\_\_\_\_\_

Statement: Pursuant to M.G.L. Ch. 62C, Sec. 49A, I \_\_\_\_\_, certify under the penalties of perjury that I, to my best knowledge and belief, have filed all State Tax returns and paid all State Taxes required under law. I hereby attest to the accuracy of the information provided in the application and affirm to comply with the jurisdictional current code and allow the regulatory authority to the establishment specified under § 8-402.11 and to records specified under §§ 3-203.12 and 5-205.13 and subparagraph 8-201.14(D) (6).

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Signature

**Submit the following:**

- Completed Mobile Food Establishment Permit Application. Incomplete applications and missing documents may delay the review and permitting process.
- Permit Fee- \$75- Make check payable to "Town of Medway"
- Workman's Compensation Affidavit (we have attached for you)
- Certificate of Liability
- State Hawkers & Peddlers License
- Base of Operation Food Permit (if applicable)
- Certified Food Protection Manager and Allergen Awareness Certificates (if applicable)

- For new applicants- Submit a sketch of mobile food unit (showing locations of equipment)
- For Ice Cream Trucks- A Permit / Letter issued by the Chief of Police or the board or officer having control of the police in a City or Town, or person authorized by them.