



CITY OF WESTBROOK
 2 York St., Westbrook, ME 04092

**TEMPORARY FOOD
 LICENSE APPLICATION**

Sale or service of any food up to three (3) consecutive days, and shall be issued no more than two (2) times per year.

Must apply at least 10 business days in advance of Event

Temporary Food License & Application fee = \$50.00

Background Investigation fee = \$35.00 (to be paid by new applicants only- a copy of the driver's license for each applicant must be submitted)

Charitable organizations as defined in Sec. 20-5 of the City of Westbrook Code of Ordinances are exempt from license fees, but are still subject to application and background fees.

TYPE OF FOOD SERVICE:

Caterer

Food Truck

Pushcart

Other _____

NAME OF BUSINESS/ GROUP NAME (S): _____

FORM OF BUSINESS ORGANIZATION: Corporation Partnership Sole Proprietor

Give name, Address & DOB of each owner, partner, and/ or manager

CONTACT FOR DAY OF EVENT: _____

PHONE NUMBER DAY OF EVENT: _____

CONTACT EMAIL ADDRESS: _____

NAMES OF WORKERS/ VOLUNTEERS DURING EVENT:

EVENT INFORMATION:

Name of Festival/Event

Location of Event

Date of Event

Time of Event (Start to Finish)

Time of Set up:

FOOD INFORMATION:

Food will be prepared (circle one)

Off-Site

At Event

Both

Type of food to be served (be as detailed as possible)

Have any of the owners ever had a business license denied/revoked? YES _____ NO _____

If yes, list name of person and reason: _____

Have you or any of the Owners, Officers, Partners or Managers been convicted of a Class A to E crime in the past 10 years? YES _____ NO _____ If yes, list name of person, nature of conviction, date and State conviction took place in: _____

If you are applying for a Food Service Establishment – Mobile Vending Unit or Ice Cream Truck license, have you or any of your drivers had any motor vehicle violations in the past 5 years? YES _____ NO _____ If yes, list name of person, nature of conviction, date and State conviction took place in: _____

If a license is issued, I agree to abide by all applicable Federal, State and Local laws governing the operations of the business in the City of Westbrook. Any misleading or false information given may be cause for denial and/or revocation of this license. If this is a new application, I hereby authorize the Police Department and its representative to conduct a background check on me and to verify the information contained in this application.

Date: _____

Applicant Signature _____

FOR OFFICE USE ONLY

REPORT OF INSPECTING OFFICERS:

_____ Approved _____ Denied FIRE INSPECTOR _____

_____ Approved _____ Denied CODE ENFORCEMENT OFFICER _____

_____ Approved _____ Denied POLICE _____

Comments:

License issued on: ____/____/____
Fees paid: Application fee _____ SBI fee _____ License fee(s) _____
Total amount paid = \$ _____