



Office of the Board of Health

47 Broad Street
Eatontown, New Jersey 07724
Phone: 732-720-2574

E-mail: deputyclerk@eatontownnj.com

APPLICATION FOR FOOD ESTABLISHMENT (Including Special Events)

Establishment Name: _____

OR

Name of Special Event: _____

Address/Location: _____ Eatontown, New Jersey 07724

Name of Owner or Event Sponsor: _____

| TYPE OF ESTABLISHMENT (Please Check One) | |
|--|--|
| <input type="checkbox"/> RESTAURANT | <input type="checkbox"/> OTHER (please specify): _____ |
| <input type="checkbox"/> SPECIAL EVENT | Date(s) of Event: _____ Hour(s) of Event: _____ |

Point of Contact: _____

Contact Phone Number: _____ E-mail: _____

Billing Address: _____

Type of Establishment (see below): _____ Fee Due: \$ _____

| Type of Establishment | FEE |
|---|-------------------|
| 258-6 A1 Mobile Vehicles *see note above about mobile vendors* | \$75.00 per year |
| 258-6 A2 Special Events Lasting one week or less in duration | \$50.00 per event |
| 258-6 A Establishments Other Than Licensed Restaurants: | |
| <input type="checkbox"/> (3a) Minimum fee ALL establishments | \$125.00 per year |
| <input type="checkbox"/> (3b) Between 4,000 and 10,000 square feet (area of food sales) | \$250.00 per year |
| <input type="checkbox"/> (3c) Over 10,000 square feet (area of food sales) | \$650.00 per year |
| 258-6 A Restaurants | |
| <input type="checkbox"/> (4a) Seating Capacity up to 50 | \$125.00 per year |
| <input type="checkbox"/> (4b) Seating Capacity from 51-100 | \$225.00 per year |
| <input type="checkbox"/> (4c) Seating Capacity over 100 | \$375.00 per year |

Please return *this* entire form with payment by cash, check or money order to:

Eatontown Board of Health
47 Broad Street
Eatontown, New Jersey 07724

Please Note: All food licenses shall **expire** on **December 31st each year**.
Minimum Fees for annual licensing of Retail Food Establishments are hereby fixed per
The Borough of Eatontown Code, Chapter 258: "Retail Food Establishments and Vending Machines"

Chapter 258: Retail Food Establishments and Vending Machines

[HISTORY: Adopted by the Borough Council of the Borough of Eatontown 8-10-2011 by Ord. No. 12-2011. Amendments noted where applicable.]

§ 258-5 License for food or beverage vending machine.

The Borough of Eatontown hereby declares that it shall be unlawful for any person, firm or corporation to conduct or engage in the operation of a food or beverage vending machine without having obtained a health license. All food and beverage vending machine licenses shall commence as of January 1 and expire on December 31 of each year. All food and beverage vending machines shall be operated and maintained in compliance with the provisions of Chapter 24 - Sanitation in Retail Food Establishments and Food and Beverage Vending Machines in compliance with the provisions of this chapter and compliance with Title 24, Revised Statutes of New Jersey.

§ 258-6 Fees.

The governing body of the Borough of Eatontown hereby fixes the following fees:

A. Minimum fees for annual licensing of Retail Food Establishments are hereby fixed as follows:

- (1) Mobile vehicles: **\$75** per year.
- (2) Special events lasting one week in duration or less: **\$50** per year.
- (3) Establishments other than licensed restaurants:
 - (a) Minimum fee all establishments: **\$125** per year.
 - (b) Between 4,000 and 10,000 square feet: **\$250** per year.
 - (c) Over 10,000 square feet: **\$650** per year.
- (4) Restaurants:
 - (a) Seating capacity up to 50: **\$125** per year.
 - (b) Seating capacity from 51 to 100: **\$225** per year.
 - (c) Seating capacity over 100: **\$375** per year.
- (5) Food license late fee:
 - (a) A late fee charge will be levied by the licensing municipality on those food establishment owners and/or operators who do not renew their license on the anniversary date. The late fee charge will be in addition to the cost of the establishment's annual food licensing fee.
 - (b) The late fee charge is set as follows: The late fee equals 20% of the food establishment's annual licensing fee except that the minimum late fee charge shall be set no lower than \$20.^[1]

^[1] Editor's Note: Former Subsection A(5)(c), regarding a reinspection fee, which immediately followed this subsection, was repealed 8-14-2013 by Ord. No. 12-2013.

B. (Reserved)^[2]

^[2] Editor's Note: Former Subsection B, regarding fees for the plan review of retail food establishments, was repealed 8-14-2013 by Ord. No. 12-2013.

C. Fees for licensing of food and beverage vending machines: \$50 per machine per year.