



TOWN OF HARWICH

BOARD OF HEALTH

732 Main Street, Harwich, MA 02645

508/430-7509 Fax: 508/430-7531

Email: health@town.harwich.ma.us

FOR BOARD OF HEALTH USE ONLY

Date Rec'd: _____ Amt. _____

Pymt. Type: _____

W/C Food Cert Mgr CPR Cards

Reviewed by initials: _____

Ok Hold _____

Food Establishment, Retail Food & Tobacco Permit Application

Renewal ____ New* ____ *New businesses must meet with Health Director & file application at least 30 days prior to opening.

1) Business Name:

2) Business Location:

Email Address:

3) Mailing Address: (if different)

4) Business Telephone No.:

Business Fax No.

5) Owner Name & Title:

6) Owner Telephone No.:

7) 24 Hour Emergency No.:

8) Business Owned By:

9) If a corporation or partnership, give name, title, and address of officers or partner:

<input type="checkbox"/> An association	<u>Name</u>	<u>Title</u>	<u>Mail Address</u>
<input type="checkbox"/> A corporation			
<input type="checkbox"/> An individual			
<input type="checkbox"/> A partnership			
<input type="checkbox"/> Other legal entity _____			

10) Person Directly Responsible For Daily Operations: (Owner, Person in Charge, Supervisor, Manager, etc.)
Name & Title:

Address:

Telephone No.:

Emergency No.:

Fax:

11) District or Regional Supervisor: (If applicable)

Name & Title:

Address:

Telephone No.:

Fax:

12) Days and Hours of Operation: _____ No. of Food Employees: _____

Length of Permit (check one): Annual Seasonal/Dates: _____

13) List Name of Certified Food Protection Manager And Attach Copy of Certificate:

(At least 1 full-time equivalent required)

14) List Name(s) of Person(s) Trained in Anti-Choking Procedures And Attach Copy of Card(s):

(Required if 25 seats or more)

1.

2.

15) Establishment Type – Fee Schedule: (check all that apply)

Retail: prepackaged food for off-premises consumption

- <50 sq. feet (non PHF only) \$ 50.00
- <600 sq. feet (not primary business) \$ 75.00
- Less than 5,000 sq. feet \$100.00
- 5,000 to 25,000 sq. feet \$150.00
- Greater than 25,000 sq. feet \$250.00

Food Service:

- Caterer \$100.00
- Corollary Facilities \$100.00
- Frozen Dessert \$ 50.00
- Institution \$ 50.00
- Milk & Cream \$ 10.00
- Mobile Food Truck/Cart \$100.00

Food Service: food prepared for individual portion service

- 1 – 30 seats \$100.00
- 31 – 60 seats \$125.00
- 61 – 150 seats \$150.00
- >150 seats \$250.00
- Take out \$ 75.00
- Limited Food Service \$ 50.00

Tobacco:

- Tobacco \$ 50.00

16) Review of Operations: (check all that apply)

<input type="checkbox"/> Sale of Commercially Pre-Packaged Non-Potentially Hazardous Foods	<input type="checkbox"/> Sale of Commercially Pre-Packaged Potentially Hazardous Foods	<input type="checkbox"/> Offers Raw or Undercooked Food Of Animal Origin
<input type="checkbox"/> Preparation of Potentially Hazardous Foods	<input type="checkbox"/> Preparation of Non-Potentially Hazardous Foods, as sole business	<input type="checkbox"/> Potentially Hazardous and Ready-To-Eat Foods Prepared For Highly Susceptible Population Facility
<input type="checkbox"/> Delivery of Potentially Hazardous Foods	<input type="checkbox"/> Juice Manufactured and Packaged for Retail Sale	<input type="checkbox"/> Customer Self-Service (Describe – ex. salad bar, coffee service, soups):
<input type="checkbox"/> Retail Sale of Salvage, Out-of-Date or Reconditioned Food	<input type="checkbox"/> Prepares Food/Single Meals for Catered Events or Institutional Food Service	_____

If any changes have occurred since our last review, please describe: _____

I, the undersigned, attest to the accuracy of the information provided in this application and further agree to allow the regulatory authority access to the establishment as specified under § 8-402.11. I affirm that the food establishment operation will comply with 105 CMR 590.000 and all other applicable law.

Pursuant to MGL Ch. 62C § 49A, I certify under the penalties of perjury that I, to my best knowledge and belief, have filed all state tax returns and paid state taxes required by law.

Signature of Applicant: _____ **Date:** _____

Social Security Number or Federal ID: _____



The Commonwealth of Massachusetts
 Department of Industrial Accidents
Office of Investigations
 600 Washington Street
 Boston, Mass. 02111

Workers' Compensation Insurance Affidavit

Applicant Information	Please Print Legibly	
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Name: _____

Location: _____

City _____ phone # _____

- I am a homeowner performing all work myself.
- I am a sole proprietor and have no one working in any capacity

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- I am an employer providing workers' compensation for my employees working on this job.

Company name: _____

Address: _____

City: _____ phone # _____

Insurance Co. _____ policy # _____

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- I am a sole proprietor, general contractor, or homeowner (circle one) and have hired the contractors listed below who have the following workers' compensation policies:

Company name: _____

Address: _____

City: _____ phone # _____

Insurance Co.: _____ policy # _____

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Company name: _____

Address: _____

City: _____ phone # _____

Insurance Co.: _____ policy # _____

Attach additional sheet if necessary

Failure to secure coverage as required under Section 25A of MGL 152 can lead to the imposition of criminal penalties of a fine up to \$1,500.00 and/or one years' imprisonment as well as civil penalties in the form of a STOP WORK ORDER and a fine of \$100.00 a day against me. I understand that a copy of this statement may be forwarded to the Office of Investigations of the DIA for coverage verification.

I do hereby certify under the pains and penalties of perjury that the information provided above is true and correct.

Signature _____ Date _____

Print name _____ Phone # _____

official use only	do not write in this area to be completed by city or town official
city or town: _____	permit/license # _____
<input type="checkbox"/> check if immediate response is required	<input type="checkbox"/> Building Department <input type="checkbox"/> Licensing Board <input type="checkbox"/> Selectmen's Office <input type="checkbox"/> Health Department <input type="checkbox"/> other _____
contact person: _____	phone #: _____

(revised 3-95 PJA)

Information and Instructions

Massachusetts General Laws chapter 152 section 25 requires all employers to provide workers' compensation for their employees. As quoted from the "law", an *employee* is defined as every person in the service of another under any contract of hire, express or implied, oral or written.

An *employer* is defined as an individual, partnership, association, corporation or other legal entity, or any two or more of the foregoing engaged in a joint enterprise, and including the legal representatives of a deceased employer, or the receiver or trustee of an individual ,partnership, association or other legal entity, employing employees. However the owner of a dwelling house having not more than three apartments and who resides therein, or the occupant of the dwelling house of another who employs persons to do maintenance, construction or repair work on such dwelling house or on the grounds or building appurtenant thereto shall not because of such employment be deemed to be an employer.

MGL chapter 152 section 25 also states that **every state or local licensing agency shall withhold the issuance or renewal of a license or permit to operate a business or to construct buildings in the commonwealth for any applicant who has not produced acceptable evidence of compliance with the insurance coverage required.**

Additionally, neither the commonwealth nor any of its political subdivisions shall enter into any contract for the performance of public work until acceptable evidence of compliance with the insurance requirements of this chapter have been presented to the contracting authority.

Applicants

Please fill in the workers' compensation affidavit completely, by checking the box that applies to your situation and supplying company names, address and phone numbers as all affidavits may be submitted to the Department of Industrial Accidents for confirmation of insurance coverage. **Also be sure to sign and date the affidavit.** The affidavit should be returned to the city or town that the application for the permit or license is being requested, not the Department of Industrial Accidents. Should you have any questions regarding the "law" or if you are required to obtain a workers' compensation policy, please call the Department at the number listed below.

City or Towns

Please be sure that the affidavit is complete and printed legibly. The Department has provided a space at the bottom of the affidavit for you to fill out in the event the Office of Investigations has to contact you regarding the applicant. Please be sure to fill in the permit/license number which will be used as a reference number. The affidavits may be returned to the Department by mail or FAX unless other arrangements have been made.

The Office of Investigations would like to thank you in advance for your cooperation and should you have any questions, please do not hesitate to give us a call.

The Department's address, telephone and fax number:

**The Commonwealth Of Massachusetts
Department of Industrial Accidents
Office of Investigations
600 Washington Street
Boston, Ma. 02111
fax #: (617) 727-7749
phone #: (617) 727-4900 ext. 406, 409 or 375**



TOWN OF HARWICH Sale of Tobacco Products Employee Signature Form

This form is for official use to indicate that the employee(s) of this establishment received and understood Sections of the Harwich Board of Health Prohibition of Smoking Regulation and the enclosed copy of Chapter 270, Section 6 and Section 7 of the Massachusetts General Laws which describe the penalties for selling and/or giving tobacco products to any person under the age of eighteen (18).

SECTION VIII – SALE AND DISTRIBUTION OF TOBACCO PRODUCTS

b. Sales to Minors – No person, firm, corporation, establishment or agency, shall sell tobacco products to a minor. Each employee shall be required to read the Board of Health regulations and Massachusetts General Laws Chapter 270 Section 6 and Section 7 regarding the sale of tobacco.

c. Self-service tobacco displays are not allowed.

The following employee(s) received and understood section VIII B of the Harwich Board of Health Prohibition of Smoking Regulation and Chapter 270, Section 6 of the Massachusetts General Laws.

_____ Signature	_____ Printed Name	_____ Date
_____ Signature	_____ Printed Name	_____ Date
_____ Signature	_____ Printed Name	_____ Date
_____ Signature	_____ Printed Name	_____ Date
_____ Signature	_____ Printed Name	_____ Date
_____ Signature	_____ Printed Name	_____ Date

To be kept on site, updated as needed and available for inspection.

Massachusetts General Law
Chapter 270, §6, 6A and 7

§6. Tobacco; sale or gift to minors

Whoever sells a cigarette, chewing tobacco, snuff or any tobacco in any of its forms to any person under the age of eighteen or, not being his parent or guardian, gives a cigarette, chewing tobacco, snuff or tobacco in any of its forms to any person under the age of eighteen shall be punished by a fine of not less than one hundred dollars for the first offense, not less than two hundred dollars for a second offense and not less than three hundred dollars for any third or subsequent offense.

Amended by St.1985, c.345

§6A. Sale of cigarette rolling papers to minors

Whoever sells cigarette rolling papers to any person under the age of eighteen shall be punished by a fine of not less than twenty-five dollars for the first offense, not less than fifty dollars for the second offense and not less than one hundred dollars for a third or subsequent offense.

Notwithstanding the provisions of any civil ordinance or by-law or regulation to the contrary, which is in effect on the effective date of this section, no city, town, department, board or other political subdivision or agency of the commonwealth may impose any requirements, restrictions or prohibitions pertaining to the sale of cigarette, rolling papers, in addition to those in this section.

Added by St.1995, c. 245 §2.

§7. Posting copy of section six; removing copy

A copy of the preceding section printed as therein specified shall be posted conspicuously by the owner or person in charge thereof in the shop or other place used to sell cigarettes at retail, and whoever violates this provision shall be punished by a fine of not more than fifty dollars. Any person unlawfully removing a copy so posted while said premises are used for the sale of cigarettes shall be punished by a fine of ten dollars.