



City of South Portland
 Office of the City Clerk
 25 Cottage Road
 South Portland, ME 04106
 207-767-7628

Application for a Temporary Food Establishment License

Must submit 2 weeks prior to the Event

to

Valid _____

Event Name: _____

Event Location: _____

Event Times: _____

All applicants require a **State Food License**. Failure to do this may result in your City Food License not being issued. It is illegal to operate your business without *all applicable licenses*.

Please fill out this application completely even if this is a renewal.

Please check the license you require:			Total Fees:	
X	Food Service Temporary (Less than 2 weeks)	\$35.00	\$35.00	
X	Processing Fee	\$20.00	\$20.00	
			\$55.00	

Please Check One	
<input type="checkbox"/>	New license
<input type="checkbox"/>	

Please complete the following information (print);

Business Name:		Telephone:	
Address of Business:			
Name of Manager at Establishment:			
Owner Name:			
Mailing Address:		City:	
State:	Zip:	Telephone:	
Emergency Contact person:		Email Address:	

Seating Capacity:
Type of Food Served:

Applicant, by signature below, agrees to abide by all laws, orders, ordinances, rules and regulations governing the above license and further agrees that any misstatement of material fact may result in refusal of license or revocation if one has been granted. Applicant agrees that all taxes and accounts pertaining to the premises will be paid prior to issuance of the license.

Authorized Signature	Print Name and Title	Date
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Additional Information:

Municipal Use Only

Date of Application:	Date Paid:	Receipt #
Map and Lot:	Real Estate taxes paid:	Personal Prop taxes paid:

	Approved	Disapproved	Signature
Fire Chief			
Health Officer			
*Bldg. Inspector			
*Police Chief			

*New Applications Only

Comments: