



Bri Eichstaedt R.S.
Health Agent

CITY OF EASTHAMPTON

BOARD OF HEALTH

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Public Health
Prevent. Promote. Protect.

2021 Mobile Food Establishment Application Process

It is that time of year again to start planning for the 2021 Mobile Food Establishment season. Due to the COVID-19 pandemic, and the unprecedented and uncertain times you are all facing, the Board of Health agreed to reduce total permit renewal fees by 50%. We also want to extend our gratitude to all of our permitted businesses who have worked tirelessly to continuously learn and adapt to the ever-changing state and local safety requirements. To view the full press release regarding the reduction in fees, please visit the "Current Events/Recent News" tab on our website: <https://easthamptonma.gov/health-department.html>. **Please note that the fee reduction will expire on March 1, 2021. If you would like to take advantage of the reduced fee, you may pay for your 2021 permit prior to your pre-operational inspection date.**

Important Instructions/Notes for Renewal

1. Fill out and submit the Health Department Mobile Food Establishment application, including the applicable fee, **prior** to scheduling an inspection. I have included the Health Department Mobile Food Application.
2. Email both the Health Agent and Fire Prevention Captain **on one email** with 3 possible dates/times for an inspection that work for you.

beichstaedt@easthamptonma.gov	dconstantine@easthamptonma.gov
413-529-1400 x 430	413-527-4200 x 2120
Health Agent	Fire Prevention Captain
3. The Health Agent and Fire Prevention Captain will 'reply all' with their availability.
4. Inspections will take place during business hours, Monday-Thursday at 50 Payson Ave., Easthampton.
5. **AT LEAST** 2 weeks of notice is required. Inspection availability is not guaranteed within a 2 week period; therefore, providing as much advance notice is highly recommended.
6. Inspections will not take place the day of the event.

Also included in this letter is a checklist created by the Health Department to help guide you and prepare you for the inspection. Please perform a self-check prior to arriving at your inspection in order to save time and avoid re-inspections. This checklist changes often; therefore, please review it as it may have changed since your last inspection.

We look forward to seeing you in 2021!