The Commonwealth of Massachusetts Executive Office of Health and Human Services Department of Public Health

Food Protection Program

305 South Street, Jamaica Plain, MA 02130-3597 (617) 983-6712 (617) 524-8062 - Fax

**Application for Initial Licensure**

**for Food** **Processing** **and/or** **Distribution** **at** **Wholesale**

**In Accordance with M.G.L. C.94, § 305C and/or 105 CMR 500.000**

Return to: **Food Protection Program, 305 South St., Jamaica Plain, MA 02130**

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| ***Instructions:***• *Complete the entire two-page application form.*• ***Submit a separate application for each facility or activity to be licensed.***• *Attach a separate check for $300.00 for each license application, made payable to:* ***The Commonwealth of Massachusetts.*** | **Provide Check or****Money Order Number:** |
| 1. Firm’s Legal Name: | 2. Telephone #: ( ) Ext. Fax #: ( ) |
| 3. D.B.A. (Doing Business As): |
| 4. Mailing Address: |
| 5. Facility Address (if different from Mailing Address): | 6. Telephone #: ( ) Ext. Fax #: ( ) |
| 7. Responsible Contact Person: | 8. Twenty-four (24) Hour Emergency Telephone #: ( )Email Address **(mandatory)**: \_ |
| 9. Primary Food Processing Operation at This Facility (check one):Seafood and/or Shellfish Dairy Products Baked Goods No food processingMeat and/or Poultry Frozen Desserts Multiple Foods |
| 10. Other Operations at this Location:Wholesale Distribution Cold Storage Warehouse Packing and/or RepackingBottling Plant Warehouse |
| 11. Type of Building (check one):Non-Residential (i.e. commercial)Residential (i.e. a kitchen in a private home that processes food for sale at wholesale)On-Farm Processing (includes cottage food operations that process food for sale at wholesale) |

12. Food Products to be Manufactured – Please identify the four most common food products to be manufactured at this location, with each food’s product codes from the attached list:

(1) Food Product \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Product Code from List \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (2) Food Product \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Product Code from List \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (3) Food Product \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Product Code from List \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(4) Food Product \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Product Code from List \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |
| --- | --- | --- |
| **Ownership** | **Name** | **Address** |
| 11. Individual: |  |  |
| 12. Partnership: | A. B. | A. B. |
| 13. Corporation:A) President B) Treasurer C) Clerk | A. B.C. | A. B. C. |
| 14. If Applicant is a Corporation: | A) State of Incorporation: | B) Date of Incorporation:/ / |

I hereby certify that the above information is true to the best of my knowledge and that I will comply with all applicable laws and regulations of the Commonwealth of Massachusetts and the Department of Public Health pertaining to the activity for which I am applying. In addition, pursuant to M.G.L. C. 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 all state taxes required under law.

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Date

Owner or Corporate Officer (print name)

If applying as an Individual, your Social Security #: Tax or Federal I.D.#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**APPLICATION FEE: $300.00 per SITE or ACTIVITY.** Each site or activity requires a separate application form. No license issued pursuant to this application shall be transferred or assigned.

Revised 06/17

Notice to Applicants: When completing Section 12 of the Application for Food Processing

License; please list no more than four of the following food products and codes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Code | **Bakery Products** |  | Code | **Fruit and Vegetable Products** |
| 03A | Bread/Rolls |  | 20 | Fruits (Raw) |
| 03B | Prepared Dry Mix |  | 20S | Apple Cider/Fruit Juice |
| 03F | Crackers |  | 21 | Fruit Products (Non-juice) |
| 03H | Cookies, Biscuits and Wafers |  | 23 | Nuts/Edible Seeds |
| 03Y | Other Bakery Products |  | 24 | Vegetables/Vegetable Products (Raw) |
|  |  |  | 24E | Sprouts from Seeds, Beans or Peas |
| Code | **Grain Products** |  | 25E | Mixed Vegetables |
| 02 | Whole Grain/Milled Grain |  | 25S | Mushrooms/Fungi Products |
| 04 | Macaroni/Noodle/Pasta Products | 25Y | Other Vegetable Products |
| 05 | Cereal/Breakfast Food |  | 26 | Vegetable Oils |
| 07 | Snack Food Items |  | 18 | Vegetable Protein (Tofu, Simulated Meat |
|  |  |  |  |  |
| Code | **Fishery/Seafood Products** |  | Code | **Water and Beverages** |
| 16A | Fish/Fish Products |  | 29R | Noncarbonated Water (Bottled Water) |
| 16E | Shellfish |  | 29S | Carbonated Water |
| 16J | Crustaceans |  | 29A | Non-carbonated Soft Drink |
| 16Y | Other Seafood Products |  | 29B | Carbonated Soft Drink |
|  |  |  | 29V | Ice |
| Code | **Meat and Poultry Products** |  | 30 | Beverage Bases |
| 17A | Red Meat/Meat Products |  | 31 | Coffee/Tea |
| 17B | Poultry Products |  |  |  |
| 17K | Beef/Beef Products |  | Code | **Candy, Chocolate, and Sweeteners** |
| 17H | Lamb/Mutton/Sheep Products |  | 33 | Candy/Gum (Non-Chocolate) |
| 17I | Pork Products |  | 34 | Chocolate & Cocoa Products |
| 17Y | Other Meat Products |  | 35 | Gelatin/Pudding/Pie Fillings |
|  |  |  | 36 | Food Sweeteners |
| Code | **Dairy Products** |  | 36C | Honey |
| 09Y | Fluid/Dry Milk Products |  |  |  |
| 09A | Butter Products |  | Code | **Dinners, Gravies, Sauces, and Soups** |
| 09F | Goat Milk | 37A | Dinner with Components |
| 09G | Sheep Milk |  | 37C | Food Package Requires Mixing/Cooking |
| 12A | Standard Cheese |  | 37D | Stews/Sauces/Gravies |
| 12D | Soft Cheese |  | 37S | Sandwiches |
| 12Y | Other Cheese Products |  | 37Y | Multiple Foods |
| 13 | Ice Cream/Frozen Desserts |  | 38 | Soups |
| 14 | Filled Milk/Imitation Milk Products | 39 | Prepared Salad Products (Deli Salads) |
|  |  |  |  |  |
| Code | **Other Food Products** |  | Code | **Seasonings and Additives** |
| 15 | Egg and Egg Products | 27 | Dressing/Condiment |
| 40 | Baby Food Products |  | 28 | Spices, Flavors, and Salts |
| 48 | Pet Foods |  | 46 | Food Additives |
| 54 | Dietary Supplements |  |  |

3/7/18 version