FOOD PERMIT APPLICATION INSTRUCTIONS

1. **Go to the link https://permiteyes.us/hingham/loginuser.php. This will take you to a page where you will be able to renew your permit.**

2. *Enter the User Name and Password that you previously used for your 2021 Permit. If you do not know your User Name and Password, please call us at 781-741-1466 and we will be able to provide it to you.*

3. **Once you have entered your Username and Password you will be directed to the page below. Click on the "renewal" button.**
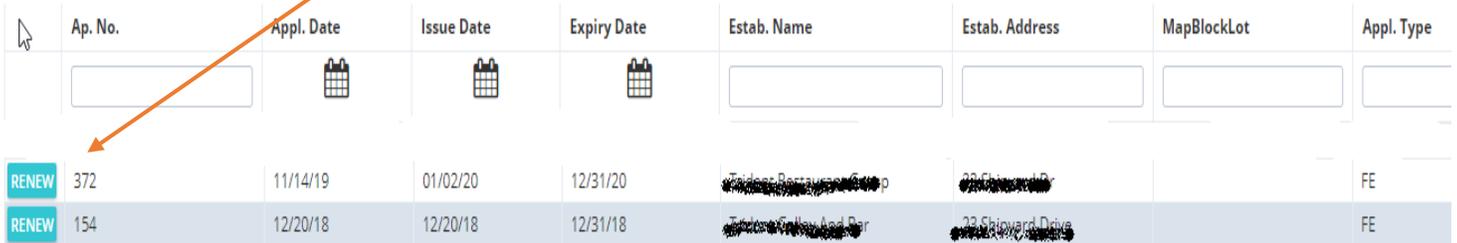
	Ap. No.	Appl. Date	Issue Date	Expiry Date	Estab. Name	Estab. Address	MapBlockLot	Appl. Type
		📅	📅	📅				
RENEW	372	11/14/19	01/02/20	12/31/20	~~Trident Restaurant Shop~~	~~23 Shipyard Dr~~		FE
RENEW	154	12/20/18	12/20/18	12/31/18	~~Trident Gallery And Bar~~	23 Shipyard Drive		FE

4. **Once you click the "Renew" button the body of the application will show. This is where you can update any of your information.**

⊕ DETAILS

Application Form

⚙ **APPLICATION FOR FOOD ESTABLISHMENT**

| | EXIT |

SECTION 1 - ESTABLISHMENT / FACILITY / BUSINESS INFORMATION

DBA		
* Establishment Name	~~Trident Gallery And Bar~~	
* Street Name	~~Shipyard~~	Map Block Lot
* Street Number	~~23~~	Zone
Unit Number	~~Suite~~	
Telephone	~~XXXXXXXXX~~	* Email
* Contact Person	~~Person Common~~	Fax

5. **When you have finished making changes, scroll down to the bottom of the application. Click on the box under Section 10 and then hit "submit".**

SECTION 10 - DECLARATION

Pursuant to M.G.L. Ch. 62C sec. 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

Social Security # or Federal ID #

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

Date

* Indicates Mandatory Field.

INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT FOR REVISION

SUBMIT   EXIT

6. **You will see the page below that lists what is required for submittal with your application. Click on the "GO TO HOMEPAGE" button.**

Fax(781)740-0239

New Preliminary Application Received

Thank You !!

Your Preliminary Application is Successfully Submitted.

Please remember that before we can review your application, the following paperwork needs to be received by the Board of Health:

- Copy of a current ServSafe
- Copy of a current Allergen Awareness Certificate
- Copy of your contract with a Rubbish Hauler and Recycling Contract
- Copy of Peddler's License
- Completed Dumpster Application
- Chokesaver Certificate for establishments with over 25 seats

is received and in order you will receive an email indicating you can log back into your account and pay online for your permit using a credit card or entering your checking account inf

Thank you for your patience.

Sarni,MPH
tive Health Officer

GO TO HOMEPAGE

Click on the above button to get to home page as you need to log out.

7. Click on the "eyeball" icon on the left hand side of your screen. This will open the application again.

	Ap. No.	Appl. Date	Issue Date	Expiry Date	Estab. Name	Estab. Address	MapBlockLot	Appl. Type	Status
◉	662	08/11/21					Ste 237	FE	Pending

8. The menu below will appear on the left side of the screen. This is where you can download the dumpster application and pay the Food Permit fee.

Application No.   662
Application Type   **Food Establishment**

Applicant Name
Site Address

📎 💬 👁 ✏ ⚙

📄 **Checklist**
Checklist not verified yet!

☑ **Sign Off**
No sign off assigned yet!

$ **Pay Fee**
Amount Payable: $0.00   Fee Paid: $0.00

Dumpster Form
🔗 Download

✳ **Issue Permit**
Permit not issued yet!

⊘ **Schedule Inspection**
No inspection scheduled yet!

Q **Inspection**
No inspections done yet!

9. **Click on the paperclip icon to upload your paperwork.**

Application No.   662   Applicant Name
Application Type   Food Establishment   Site Address

📄 Checklist
Checklist not verified yet!

☑ Sign Off
No sign off assigned yet!

$ Pay Fee
Amount Payable: $0.00 Fee Paid: $0.00

Dumpster Form
🔖 Download

✱ Issue Permit
Permit not issued yet!

⊘ Schedule Inspection
No inspection scheduled yet!

Q Inspection
No inspections done yet!

10. **Upload paperwork and hit submit. The paperwork will then be displayed.**

ATTACHMENTS

NO.	ATT. NAME	FILE NAME	UPLOADED ON	ORIGIN	
1		Waste Managem ent_60 Sharp Str eet Hingham.pdf	03/25/21 11:39:21	Application	🗑
DESCRIPTION : 60 Sharp Street Waste Managment invoice					
2		Vincent Turco_Se rvSafe_certificate _nov2017.pdf	03/25/21 11:44:48	Application	🗑
DESCRIPTION : Vincent Turco ServSafe					
3		MA_allergen awa reness certificate VTURCO_nov20	03/25/21 11:45:39	Application	🗑

Drag and drop Files Here

Or

BROWSE

✓ * Mark As Read

SUBMIT   CLOSE