



John G. Christ
Health Officer & Registrar

CITY OF HACKENSACK

Department of Health

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To Whom It May Concern:

The Hackensack Health Department is the Licensing Agency for food and beverage vending machines operated in Hackensack. In order to comply with the Chapter 90, Article III, Section 90:11 of the Hackensack Code the following steps must be taken:

1. Complete an initial or renewal (whichever is appropriate) Health Department business license application for with the information requested. Also complete a food and beverage vending machine inventory sheet, which should include all machines owned, rented or leased by you in Hackensack.
2. If any of the machines you are requesting license for will contain perishable sandwiches or salads that are prepared or packed by a food establishment that is located outside of Hackensack evidence of a current health department license and recent satisfactory sanitary inspection result from the Health Department in the town where they are located must accompany your application.
3. Enclose the proper fee according to the following fee schedule and instructions:

A. Fee Schedule

1. A license fee of ten dollars (\$10.00) per machine per year, for penny machines, and for machines dispensing bottled or canned beverages, candy, cookies, crackers, etc.
2. A license fee of thirty dollars (\$30.00) per machine per year, for ice or milk vending machines.
3. A license fee of fifteen dollars (\$15.00) per machine per year, for all other food and beverage vending machines.

B. All licenses issued under the authority of this authority of this Article expire on March 31 of each year.

C. Checks for license fees shall be made payable to the City of Hackensack and sent to the Hackensack Health Department, 215 State Street, Hackensack, N.J. 07601.

A Sanitary Inspector will periodically inspect the machines for sanitary conditions and temperature control.