



Mashantucket Pequot Tribal Nation
Environmental Health
P.O. Box 3202
Mashantucket, CT 06338-3202
Phone: 860-312-2039 Fax: 860-312-3530

Catering Registration Form

Each caterer shall register with the Mashantucket Pequot Environmental Health Program before catering an event in Mashantucket. This form shall be submitted for each event, no less than 14 days prior to the event.

The following documents must be submitted with this application:

- A valid Food Protection Manager's Certification
- The proposed menu
- The caterer's Food Permit from the jurisdiction where the caterer's kitchen is located
- The caterer's most recent Board of Health Inspection report

Contact Information:

Company Name: _____

Business Address: _____

Mailing Address _____

(if different): _____

Owner: _____

Owner's Cell: _____ Owner's Email: _____

Manager: _____

Manager's Cell: _____ Manager's Email: _____

Note: Caterer's Manager must be on site for the duration of the catering activities, including delivery, preparation, and serving of food.

Event Details:

1. Event location: _____

2. Date of event: _____ Start Time of Event: _____ AM
PM

3. How many employees will be working at the event? ____

4. Will the food be cooked/prepared at the event or in the caterer's permitted kitchen?
 At the Event In the caterer's kitchen Both

5. How will the food be transported to the event?

6. How will the food be kept hot at the event?

7. How will the food be kept cold at the event?

8. Which serving pieces or utensils will the caterer provide?
 None Dishes Linen Silverware Chafing Dishes
 Other (describe): _____

Transportation of Food:

- Cold food must be in coolers with ice or other mechanical refrigeration to maintain 41°F or below
- Hot food must be in appropriate hot holding containers to maintain 135°F or above
- Food that is not maintained at the proper temperature will be rejected at the time of the delivery and will not be allowed to be served at the event
- If shellfish is on the menu, shellfish tags must be made available to the inspector for review upon delivery
- Thermometers must be on site and used to monitor food and refrigeration temperatures throughout the event, including preparation prior to the event

Owner’s Certification:

By signing below, I certify that the information provided in this registration is correct. I agree to follow the Mashantucket Pequot Tribe’s Food Code (<https://law.mptn-nsn.gov/globalassets/laws/title-26-tribal-food-law.pdf>) and I will be held fully responsible for any illness caused by improper food handling.

Owner’s Name (print)

Owner’s Signature
(electronic signatures are acceptable)

Date



MPTN Environmental Health Use Only

Date
Received: _____

Date
Reviewed: _____

Approved
By: _____

Rejected
By: _____

Reason for Rejection: _____