



(Official Use)

License #: _____

License Fee- _____

\$ Paid: _____ Check #: _____

APPROVED
 DENIED

SIGNATURE OF ENFORCING AGENT

DATE ISSUED

Application Fee:

Initial = \$100.00

Renewal = \$100.00

Building Department
295 Closter Dock Road
Closter, New Jersey 07624

Phone: (201) 784-0600 ext. 441 ♦ Fax: (201) 784-4711 ♦ Email: construction@closternj.us

Outdoor Café Annual License Application

- 1.) **PROPERTY ADDRESS:** _____ **BLOCK / LOT:** _____ / _____
- 2.) **APPLICANT:** NAME _____
ADDRESS _____
STREET CITY STATE ZIP
PHONE _____ EMAIL _____
- 3.) **LAND OWNER:** NAME _____
ADDRESS _____
STREET CITY STATE ZIP
PHONE _____ EMAIL _____
- 5.) **TRADE NAME OF ESTABLISHMENT REQUESTING LICENSE:** _____
- 6.) **CALENDAR YEAR FOR WHICH LICENSE IS BEING REQUESTED:** _____
- 7.) **LICENSE TYPE:** INITIAL RENEWAL

SIGNATURE OF APPLICANT

DATE

Submission Requirements

- 1.) CERTIFICATE OF BUSINESS FORMATION FOR SUBJECT FOOD / DRINK ESTABLISHMENT (ISSUED BY STATE OF NEW JERSEY);
- 2.) HOLD HARMLESS AGREEMENT INDEMNIFYING BOROUGH OF CLOSTER FROM ANY AND ALL CLAIMS, DAMAGES, FEES AND JUDGEMENTS WHICH MAY INCUR DUE TO INJURY, DEATH, DAMAGE, ETC., RELATING TO OPERATION AND MAINTENANCE OF OUTDOOR CAFÉ;
- 3.) CERTIFICATE OF LIABILITY INSURANCE CONFIRMING BOTH \$1,000,000.00 MINIMUM IN COVERAGE FOR SUBJECT FOOD/DRINK ESTABLISHMENT AND BOROUGH OF CLOSTER AS ADDITIONALLY-INSURED ON POLICY;
- 4.) LAYOUT PLAN DEPICTING:
 - SEATING;
 - TABLES;
 - UMBRELLAS;
 - PORTABLE ENCLOSURES SEPARATING OUTDOOR CAFÉ FROM PEDESTRIAN TRAFFIC;
 - EXTERIOR LIGHTING;
 - FOOD / BEVERAGE PREPARATION AREAS;
 - PERMANENT FIXTURES IN VICINITY OF OUTDOOR CAFÉ (FIRE HYDRANTS, PARKING METERS, UTILITY POLES, LANDSCAPING, BENCHES, SIDEWALKS, ETC.);
 - LOCATION OF DOORS ACCESSING SUBJECT FOOD / DRINK ESTABLISHMENT;