

Rhode Island Fire Safety Code Board of Appeal & Review

APPEALS PROCESS

Mobile Food Establishments [MFE]

- Completed Online Appeal Application using the link on the "File an Appeal" page.
 - Basis for Appeal: Choose Inspection/Violation Report OR Plan Review, depending on what type of report is issued.
 - Property Location: List the address where the vehicle is registered or garaged
 - Owner's Name & Address: List the vehicle's registered owner
 - Attach a copy of the MFE Inspection Report and/or Violation Notice issued by the State Fire Marshal's Office
 - Letter of Authorization if Applicant is not the Owner, i.e. franchisee, employee, etc.
 - Filing Fee = \$100.00
 - Once Appeal Application is filed, enforcement action is stayed until the hearing decision

If appealing an Order of Abatement:

- Applicant may request emergency review (same day) or expedited review (next scheduled Board hearing)
- Complete Online Appeal Application using the link on the "File an Appeal" page.
 - Basis for Appeal: Choose Abatement Proceeding.
 - Filing Fee = None
 - Once Application for Review is filed, enforcement is ***NOT*** automatically stayed until the hearing decision
- The only action that can be taken during a review will be to *uphold, modify or vacate* the Order of Abatement – if relief or variance is being sought, the regular appeals process applies