



**Sierra County**

**Facility Information**

PLEASE COMPLETE ALL FIELDS ON FRONT AND BACK OF THIS FORM FOR EACH FACILITY

<input type="checkbox"/> New Permit <input type="checkbox"/> Annual Update <input type="checkbox"/> Change of Operator <input type="checkbox"/> Other: _____	
Facility & Operator	Business/Facility Name: _____ Physical Address: _____ City: _____ State: _____ Zip: _____ Business Owner/Operator Name: _____ Phone(_____) _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone (_____) _____ Alternate Phone (_____) _____ FAX (_____) _____ Email: _____
Property Owner	Owner Name: _____ APN: _____ Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone (_____) _____ Cell Phone (_____) _____ Email: _____

**EMERGENCY CONTACT INFORMATION**

(Environmental Health will use this information in response to an emergency where rapid notification is necessary).

**Primary:** \_\_\_\_\_ Title: \_\_\_\_\_

Day Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**Secondary:** \_\_\_\_\_ Title: \_\_\_\_\_

Day Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

	TYPE OF PERMIT (ALL FEES ARE NON-REFUNDABLE & NON-TRANSFERABLE)	FEE
	<b>Food Facility – Annual Permit Fee</b>	
<input type="checkbox"/>	Food Facility 0-20 Seats	\$203.00
<input type="checkbox"/>	Food Facility 21-50 Seats	\$281.00
<input type="checkbox"/>	Food Facility 51+ Seats	\$360.00
<input type="checkbox"/>	Add-on fee for FULL BAR	+ \$45.50
<input type="checkbox"/>	FULL BAR w/ only minimal pre-packaged food (no food preparation)	\$203.00
	<b>Retail Market – Annual Permit Fee</b>	
	Commercially prepackaged food only (no food preparation)	\$238.00
	Add-on fee for food preparation	+\$85.00
<input type="checkbox"/>	<b>MicroEnterprise Home Kitchen (MEHKO)</b>	
	Annual Permit Fee	\$203.00
<input type="checkbox"/>	<b>Micro Market - Limited Market</b>	
	Annual Permit Fee	\$45.50
	<b>Cottage Food Operator- Annual Permit Fee</b>	
<input type="checkbox"/>	Class A (direct sales only)	\$91.00
<input type="checkbox"/>	Class B (direct & indirect sales)	\$150.00
<input type="checkbox"/>	<b>Bed and Breakfast - Annual Permit Fee</b>	
	Restricted food service facility	\$203.00
	<b>Other Food Service Activities</b>	
<input type="checkbox"/>	Community event organizer	\$108.00
<input type="checkbox"/>	Temporary Food Facility	\$75.00
<input type="checkbox"/>	- One Time Event	\$150.00
<input type="checkbox"/>	- Yearly Permit	
<input type="checkbox"/>	Mobile Food Prep Unit/Caterer Permit # of Vehicles: _____	\$150.00
<input type="checkbox"/>	Mobile Food Prep Unit/Caterer (Permitted out of Sierra County, one time event)	\$75.00
<input type="checkbox"/>	Compact Mobile Food Operations (food cart)	91.00

<input type="checkbox"/>	<b>Water Supply Approval</b> Add-on fee for potable water verification and/or inspection for food facilities (unless served by a permitted water system)	\$140.00
<input type="checkbox"/>	<b>Recreational Health – Annual Permit Fee</b> Public Pools/Spas/Wading Pools	\$203.00
<input type="checkbox"/>	Additional pool or spa at same facility	+\$99.00
<input type="checkbox"/>	<b>Organized Camp – Annual Permit Fee</b>	\$203.00
<input type="checkbox"/>	<b>Detention Facilities – Annual Permit Fee</b>	\$203.00
<input type="checkbox"/>	<b>Plan Check (hourly fee)</b>	\$91.00/hr
<input type="checkbox"/>	<b>Construction Inspection (hourly fee)</b>	\$91.00/hr
<input type="checkbox"/>	<b>Violation Re-Inspection (hourly fee)*</b>	\$91.00/hr

\*Fee is assessed only if a violation noted on a previous inspection or report has not been corrected by the required date, as verified by a violation re-inspection. No fee is assessed if correction of the violation has occurred.

**For Temporary/Mobile Food Facilities Only (Menu Must be included with Application)**

List events you plan to attend in Sierra County:

Food is prepared:  Onsite  Offsite      Location (If offsite): \_\_\_\_\_

**For Mobile Food Facilities ONLY (Information of mobile food vehicles, not personal motor vehicles)**

Vehicles Make: \_\_\_\_\_ License Number: \_\_\_\_\_ VIN: \_\_\_\_\_

**For Food Facilities: Food Manager Certification (Not Applicable for Temporary Food Facilities)**

Name of Certified Person: \_\_\_\_\_ Food Manager Date Certified: \_\_\_\_\_

Other Name(s): \_\_\_\_\_

NOTE: you must submit documentation of Certification to this Department within Sixty (60) days of opening your facility. State requires re-certification every Five (5) years for Food Manager and Three (3) years for all Food Handlers (employees).

*Permittees who fail to renew their permits on or before July 31<sup>st</sup> or other established renewal date shall pay an amount equal to 10% of the regular fee as a penalty, in addition to the amount specified permit fees. Penalty fees shall be accrued monthly.*

I hereby make application for a permit to operate the above facility in accordance with the state health laws and local ordinance and regulations.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Date Payment received: \_\_\_\_\_ Amount: \_\_\_\_\_ Receipt#: \_\_\_\_\_ Check #: \_\_\_\_\_ Received by: \_\_\_\_\_

Previous Facility/Business Name: \_\_\_\_\_

Environmental Health Specialist Approval: \_\_\_\_\_ Date: \_\_\_\_\_