SF-5 Rev 5/08

West Virginia Department of Health & Human Resources Department of Health



APPLICATION FOR A PERMIT TO OPERATE A FOOD ESTABLISHMENT

Mailing Address Age≥ 18?	<u>Food Establishi</u>				Phone	Fax		
Age 187 Yes No Phone Fax Permit to be issued to: Applicant Corporation Partnership Other Legal Entity Permit Holder: Permit to be issued to: Applicant Corporation Partnership Other Legal Entity Permit Holder: Permit to be issued to: Applicant Corporation Partnership Other Legal Entity Provide the Name, Title, and Address of each person comprising legal ownership (Owners, Officers, Local Resident Agent, etc.)	Mailing Address	·						
Permit Holder: Permit to be issued to: Applicant Corporation Partnership Other Legal Entity								
Permit Holder: Permit to be issued to: Applicant Corporation Partnership Other Legal Entity	Applicant: Nar	me	Age ≥ 18?	s \square No	Phone	Fax		
Permit Holder: Permit to be issued to:								
Person Directly Responsible for Establishment (Manager, Person-In-Charge): Name								
Person Directly Responsible for Establishment (Manager, Person-In-Charge): Name								
Person Directly Responsible for Establishment (Manager, Person-In-Charge): Name								
Name	Person Directly							
Immediate Supervisor of Person Directly Responsible (Zone, District, Regional Supervisor): Name						Phone		
Name								
Mailing Address Title								
Mailing Address				-	- '	Phone		
Retail Food Store - grocery store, convenience store, meat market, etc.						1 none		
Restaurant - includes fast food, caterer, commissary, concession stand, bed & breakfast inn, camp, feeding site, etc. Retail Food Store - grocery store, convenience store, meat market, etc. Indicate Number of Checkout Stations: Retail Food Store Specialty Department - deli, bakery, seafood, etc. Institution - child care center, hospital, jail, nursing home, personal care home, school, etc. Bar or Tavern Vending Machine(s) Food Bank / Food Pantry Meals Provided: Breakfast Lunch Dinner Services Provided: Sit Down Take Out Delivery Mail Order Seating Capacity: Average number of meals served per day: Average number of meals served per day: Prepartion: Attach sample menu or list menu on reverse. PHF means Potentially Hazardous Food, those requiring temperature controls. No PHF Prepackaged non-PHF only or limited preparation of non-PHF Chimited One or two main menu items. Cooking, cooling, reheating limited to 1 or 2 PHF. Limited hot and cold holding of PHF. Limited advanced preparation for next day service. Raw ingredients require minimal assembly. Includes retail food stores, Excluding specialty departments within retail food stores. Preparing PHF using two or more of the following steps: cooking, cooling, reheating, hot or cold holding, freezing, or thawing. Extensive handling of raw ingredients. Advanced prep for next day service. Includes specialty departments in retail food stores. Increby certify that the above information is accurate. Further, I agree to comply with Legislative Rule 64 CSR 17, Food Establishments, and to allow the regulatory authority access to the establishment and to records as specified in that rule. Signature of Applicant Permit Fee Permit F								
Retail Food Store - grocery store, convenience store, meat market, etc.						- 1		
Retail Food Store Specialty Department - deli, bakery, seafood, etc. Institution - child care center, hospital, jail, nursing home, personal care home, school, etc. Bar or Tavern Vending Machine(s) Food Bank / Food Pantry Meals Provided: Breakfast Lunch Dinner Services Provided: Sit Down Take Out Delivery Mail Order			· ·			-		
Institution - child care center, hospital, jail, nursing home, personal care home, school, etc. Bar or Tavern Vending Machine(s) Food Bank / Food Pantry Meals Provided: Breakfast Lunch Dinner Services Provided: Sit Down Take Out Delivery Mail Order Seating Capacity: Average number of meals served per day: Particle Yes No Serve Highly Susceptible Population (HSP)? HSP includes: preschool children, child care facilities, immunocompromised or older adults, nursing home or assisted living facilities, hospitals, etc. Type Operation: Attach sample menu or list menu on reverse. PHF means Potentially Hazardous Food, those requiring temperature controls. No PHF Prepackaged non-PHF only or limited preparation of non-PHF Limited One or two main menu items. Cooking, cooling, reheating limited to 1 or 2 PHF. Limited hot and cold holding of PHF. Limited advanced preparation for next day service. Raw ingredients require minimal assembly. Includes retail food stores, Excluding specialty departments within retail food stores. Full	Retail F	ood Store - grocery s	tore, convenience store, meat market,	, etc.	Indicate	Number of Checkout Stations:		
Bar or Tavem Vending Machine(s) Food Bank / Food Pantry Meals Provided: Breakfast Lunch Dinner Services Provided: Sit Down Take Out Delivery Mail Order Seating Capacity: Average number of meals served per day: Ves No Serve Highly Susceptible Population (HSP)? HSP includes: preschool children, child care facilities, immunocompromised or older adults, nursing home or assisted living facilities, hospitals, etc. Type Operation: Attach sample menu or list menu on reverse. PHF means Potentially Hazardous Food, those requiring temperature controls. No PHF	Retail F	ood Store Specialty De	epartment - deli, bakery, seafood, et	c.				
Bar or Tavem Vending Machine(s) Food Bank / Food Pantry Meals Provided: Breakfast Lunch Dinner Services Provided: Sit Down Take Out Delivery Mail Order Seating Capacity: Average number of meals served per day: Ves No Serve Highly Susceptible Population (HSP)? HSP includes: preschool children, child care facilities, immunocompromised or older adults, nursing home or assisted living facilities, hospitals, etc. Type Operation: Attach sample menu or list menu on reverse. PHF means Potentially Hazardous Food, those requiring temperature controls. No PHF	Institution - child care center, hospital, jail, nursing home, personal care home, school, etc.							
Meals Provided: Breakfast Lunch Dinner Services Provided: Sit Down Take Out Delivery Mail Order Seating Capacity: Average number of meals served per day: Serve Highly Susceptible Population (HSP)? HSP includes: preschool children, child care facilities, immunocompromised or older adults, nursing home or assisted living facilities, hospitals, etc. Type Operation: Attach sample menu or list menu on reverse. PHF means Potentially Hazardous Food, those requiring temperature controls. Prepackaged non-PHF only or limited preparation of non-PHF One or two main menu items. Cooking, cooling, reheating limited to 1 or 2 PHF. Limited hot and cold holding of PHF. Limited advanced preparation for next day service. Raw ingredients require minimal assembly. Includes retail food stores, Excluding specialty departments within retail food stores. Preparing PHF using two or more of the following steps: cooking, cooling, reheating, hot or cold holding, freezing, or thawing. Extensive handling of raw ingredients. Advanced prep for next day service. Includes specialty departments in retail food stores. I hereby certify that the above information is accurate. Further, I agree to comply with Legislative Rule 64 CSR 17, Food Establishments, and to allow the regulatory authority access to the establishment and to records as specified in that rule. Signature of Applicant For Health Department Use Only Date Received Reviewed By Permit Fee Permit Fee								
Seating Capacity: Average number of meals served per day:								
Yes No Serve Highly Susceptible Population (HSP)? HSP includes: preschool children, child care facilities, immunocompromised or older adults, nursing home or assisted living facilities, hospitals, etc. Type Operation: Attach sample menu or list menu on reverse. PHF means Potentially Hazardous Food, those requiring temperature controls. No PHF Prepackaged non-PHF only or limited preparation of non-PHF One or two main menu items. Cooking, cooling, reheating limited to 1 or 2 PHF. Limited hot and cold holding of PHF. Limited advanced preparation for next day service. Raw ingredients require minimal assembly. Includes retail food stores, Excluding specialty departments within retail food stores. Full Preparing PHF using two or more of the following steps: cooking, cooling, reheating, hot or cold holding, freezing, or thawing. Extensive handling of raw ingredients. Advanced prep for next day service. Includes specialty departments in retail food stores. I hereby certify that the above information is accurate. Further, I agree to comply with Legislative Rule 64 CSR 17, Food Establishments, and to allow the regulatory authority access to the establishment and to records as specified in that rule. Date	·							
HSP includes: preschool children, child care facilities, immunocompromised or older adults, nursing home or assisted living facilities, hospitals, etc. Type Operation: Attach sample menu or list menu on reverse. PHF means Potentially Hazardous Food, those requiring temperature controls. Prepackaged non-PHF only or limited preparation of non-PHF Limited One or two main menu items. Cooking, cooling, reheating limited to 1 or 2 PHF. Limited hot and cold holding of PHF. Limited advanced preparation for next day service. Raw ingredients require minimal assembly. Includes retail food stores, Excluding specialty departments within retail food stores. Preparing PHF using two or more of the following steps: cooking, cooling, reheating, hot or cold holding, freezing, or thawing. Extensive handling of raw ingredients. Advanced prep for next day service. Includes specialty departments in retail food stores. I hereby certify that the above information is accurate. Further, I agree to comply with Legislative Rule 64 CSR 17, Food Establishments, and to allow the regulatory authority access to the establishment and to records as specified in that rule. Date				IS SCIVED P	er uay.			
Type Operation: Attach sample menu or list menu on reverse. PHF means Potentially Hazardous Food, those requiring temperature controls. No PHF		0 1	• • •	11dor	1 1	the state of facilities hospitals at a		
No PHF	HSP includes: p	reschool children, chii	d care facilities, immunocompromise	d or older	adults, nursing	s home or assisted living facilities, nospitals, etc.		
		-			ally Hazardous	Food, those requiring temperature controls.		
Limited advanced preparation for next day service. Raw ingredients require minimal assembly. Includes retail food stores, Excluding specialty departments within retail food stores. Preparing PHF using two or more of the following steps: cooking, cooling, reheating, hot or cold holding, freezing, or thawing. Extensive handling of raw ingredients. Advanced prep for next day service. Includes specialty departments in retail food stores. I hereby certify that the above information is accurate. Further, I agree to comply with Legislative Rule 64 CSR 17, Food Establishments, and to allow the regulatory authority access to the establishment and to records as specified in that rule. Date For Health Department Use Only Date Received Reviewed By Permit Fee Permit Fee								
Excluding specialty departments within retail food stores. Full Preparing PHF using two or more of the following steps: cooking, cooling, reheating, hot or cold holding, freezing, or thawing. Extensive handling of raw ingredients. Advanced prep for next day service. Includes specialty departments in retail food stores. I hereby certify that the above information is accurate. Further, I agree to comply with Legislative Rule 64 CSR 17, Food Establishments, and to allow the regulatory authority access to the establishment and to records as specified in that rule. Date Signature of Applicant Permit Fee Permit F	Limited							
Preparing PHF using two or more of the following steps: cooking, cooling, reheating, hot or cold holding, freezing, or thawing. Extensive handling of raw ingredients. Advanced prep for next day service. Includes specialty departments in retail food stores. I hereby certify that the above information is accurate. Further, I agree to comply with Legislative Rule 64 CSR 17, Food Establishments, and to allow the regulatory authority access to the establishment and to records as specified in that rule. Date Signature of Applicant For Health Department Use Only Date Received Reviewed By Permit Fee Permit Fee				•	nts require mir	nimal assembly. Includes retail food stores,		
Extensive handling of raw ingredients. Advanced prep for next day service. Includes specialty departments in retail food stores. I hereby certify that the above information is accurate. Further, I agree to comply with Legislative Rule 64 CSR 17, Food Establishments, and to allow the regulatory authority access to the establishment and to records as specified in that rule. Date Signature of Applicant For Health Department Use Only Date Received Reviewed By Permit Fee		C 1	* *					
I hereby certify that the above information is accurate. Further, I agree to comply with Legislative Rule 64 CSR 17, Food Establishments, and to allow the regulatory authority access to the establishment and to records as specified in that rule. Date Signature of Applicant For Health Department Use Only Date Received Reviewed By Permit Fee	Full	Full Preparing PHF using two or more of the following steps: cooking, cooling, reheating, hot or cold holding, freezing, or thawing						
Date Signature of Applicant For Health Department Use Only Date Received Reviewed By Permit Fee		Extensive handling	g of raw ingredients. Advanced prep	for next da	ay service. Inc	cludes specialty departments in retail food stores.		
Date Received Reviewed By Permit Fee						ule 64 CSR 17, Food Establishments, and to		
Date Received Reviewed By Permit Fee	Date	Signature of Applicant						
		For Health Department Use Only						
	Date Received _		Reviewed By			Permit Fee		
Tellint [155ded [Delied Date 15thint 10 55hhint 10								