



298 W Washington St, Stephenville, TX 76401 (254) 918-1224 / permits@stephenvilletx.gov

RETAIL FOOD SERVICE PERMIT APPLICATION

TYPE OF PERMIT: Permanent Temporary Mobile Vendor

INITIAL INSPECTION FEE FOR ALL NEW ESTABLISHMENTS:	\$153
ANNUAL PERMIT FEE:	\$308
VIOLATION/ RE-INSPECTION FEE:	\$100
TEMPORARY FEE PER DAY LESS THAN 24HRS:	\$ 37
TEMPORARY FEE PER DAY MORE THAN 24HRS:	\$37 + \$153 Inspection Fee

NAME OF ESTABLISHMENT _____

ADDRESS OF ESTABLISHMENT _____ PHONE _____

NAME OF EVENT _____ DATE OF EVENT _____

PROPOSED USE _____ ZONING _____ TAX ID # _____
(EX.: grocery, retail, restaurant, etc.) (For permanent dwelling only/EX.: B-1, B-2, Etc.) **(*TAX ID IS REQUIRED)**

NAME OF ESTABLISHMENT OWNER _____

OWNER MAILING ADDRESS _____

OWNER CONTACT NUMBER _____ OWNER ID (DL) # _____

EMAIL ADDRESS _____

PROPERTY OWNER _____
(If different from above/Mobile Vendor Contracted Partner)

PROPERTY OWNER ADDRESS _____

PROPERTY OWNER CONTACT NUMBER _____

If you are a new or renewing food establishment, you will submit the following documents:

- Photocopies of owner/ operator's valid IDENTIFICATION CARD (State issued Driver's License/Valid Federal or state pictured ID) and a valid Manager Food Safety Certificate
- Copy of your initial inspection conducted by the city health inspector (Brad Hodges @ 254-592-5080)
- **Temporary/Mobile:** A signed contract/ letter of agreement from the private property owner permitting the mobile unit to vend on their premises and use their facilities. An authorization notice from a permitted food establishment to dispose of grey water and to clean and sanitize equipment.
- **Permanent:** The food service permit, food manager's original certificate, and your certificate of occupancy is required to be posted in the establishment in plain view to the consumers. This requirement is authorized by §437.0076 of the Texas Health and Safety Code and 25 TAC §229.177(b) and the City of Stephenville Code of Ordinances. Any and all inspections conducted due to a formal complaint filed with the city of Stephenville and/or failure to renew your permitted in the allotted time period will be the responsibility of the owner to pay prior to receiving a new food service permit.

By signing, you are affirming the above information given is legal binding and accurate.

PRINT _____ SIGNATURE _____ DATE _____

RECEIVED BY CITY OFFICAL _____ DATE _____