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 www.dekalbcountyhealthdepartment.org

### 2019 APPLICATION FOR FOOD ESTABLISHMENT PERMIT

I hereby apply for a Food Establishment Permit to operate the following food establishment within DeKalb County, State of Illinois:  
*Type or Print Information Only*

Business	Name of Business		Business Phone		
	Business Address		City	State      Zip	
	Business Email		Business Website:		
	Person In Charge			Phone Number	
	Parcel Identification Number			Business Fax	
Owner	Type of Business <input type="radio"/> Individual <input type="radio"/> Partnership <input type="radio"/> Corporation/LLC <input type="radio"/> Unit of Government				
	Business Owner		Owner's Phone		
	Owner's Address		City	State	Zip
	Emergency Business Contact:				
Billing	Same As: <input type="radio"/> Business <input type="radio"/> Owner <input type="radio"/> Other				
	Billing Contact Name		Billing Contact Phone		
	Billing Address		City	State	Zip
Certificates	Certified Manager Name and Number			Expiration Date	
	Total Employees:		Total Employees with Food Handler Certification:		
Facility	Business Hours		TO	Days Closed	
	Water Supply <input type="radio"/> Public <input type="radio"/> Private*		*Date of Last Test (Submit Copy of Test Results)		
	Sewage Disposal <input type="radio"/> Public <input type="radio"/> Private*		*Date of Last Inspection (Submit Copy):		
	Signature:			Date:	
	Print Name:				
Office Use Only	Establishment Number		Permit Number		
	Permit Fee \$		Class	Approved by Accounting	Approved by EH

I AFFIRM THAT THE ABOVE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF

**ESTABLISHMENT CLASSIFICATIONS**

**Class A - \$800.00**

- 1) All multi-departmental retail grocery stores

Example of Class A facilities would include multi-department retail grocery stores which may include delicatessen, bakery, meat/seafood, produce and food service. State certified food manager must be on the premises at all times that potentially hazardous food is being handled. \*All food handlers are required to have training.

**Class B – (Catering - \$600.00), (No Catering - \$500.00)**

- 1) Potentially hazardous foods are cooked, cooled, and/or reheated as part of the food handling operation; or
- 2) Potentially hazardous foods are prepared hot or cold and held hot or cold for more than 12 hours before serving; or
- 3) Potentially hazardous foods which are prepared for off-premises serving with time-temperature requirements during transportation, holding, and service; or
- 4) Complex preparation of foods, or extensive handling of raw ingredients; or
- 5) Vacuum packaging and/or other forms of reduced oxygen packaging are performed at the retail level (requires HACCP); or
- 6) Immunocompromised individuals such as the elderly, pre-school aged children and pregnant women are served, where these individuals compose the majority of the consuming population.

Examples of Class B facilities would include full-menu restaurants, caterers, hospitals, nursing homes, daycares/pre-schools providing a full service meal or having children under age four. State certified food manager must be on the premises at all times that potentially hazardous food is being handled. \*All food handlers are required to have training.

**Class C- \$400.00**

- 1) Hot or cold foods are held at required temperatures for no more than 12 hours and are restricted to same day service; or
- 2) Foods are prepared from raw ingredients using only minimal assembly; or
- 3) Foods that require complex preparation (whether canned, frozen or fresh prepared) are obtained from approved food processing plants, high risk food service establishments or retail food stores.

Examples of Class C facilities would include fast food restaurants and daycares/preschools that provide potentially hazardous pre-packaged or catered food that must be kept hot or cold. State certified food manager shall be employed at each facility. \*All food handlers are required to have training.

**Class D - \$250.00**

- 1) Only pre-packaged foods are available or served in the facility, and any potentially hazardous foods available are commercially pre-packaged in an approved processing plant; or
- 2) Only limited preparation on non-potentially hazardous foods and beverages, such as snack foods and carbonated beverages, occurs in facility; or
- 3) Only beverages (alcoholic and non-alcoholic) are served at the facility.

Examples of Class D facilities would include retail outlets selling only pre-packaged foods, movie theaters with popcorn and soda, and bars that do not prepare potentially hazardous food and daycares/pre-schools that serve limited potentially hazardous foods such as milk or non-potentially hazardous snack. State certified food manager recommended but not required.

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**Permit Year is July 1 to June 30**

\*Applications submitted after Jan 1 pay half the appropriate fee *(Applicable to New Food Establishments Only)*  
*Late Fee - 50% of cost of license* *Food Pantries are exempt from fee*

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**\*Who is considered a food handler?** "Food employee" or "food handler" means an individual working with unpackaged food, food equipment or utensils, or food-contact surfaces. "Food employee" or "food handler" does not include unpaid volunteers in a food establishment, whether permanent or temporary.

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