

PERMIT # _____
(Official Use Only)

ADAIR COUNTY HEALTH DEPARTMENT
1001 SOUTH JAMISON STREET
KIRKSVILLE, MISSOURI 63501
PHONE TOLL FREE 1-888-665-8491
FAX (660) 627-2913

Application for a New Food Service Establishment Permit

If a new establishment, you must submit a set of plans. If it is an existing establishment with a change in ownership or management, and not remodeling, then a set of plans is not needed.

PLEASE, Submit \$30.00 (thirty) fee with application

Check one of the following

*Food Establishment _____ Food Processor/Distributor _____ Mobile Food Unit _____
(*Restaurant, Tavern, Retail)

Please Print

Establishment: :

Date: _____

Establishment Name: _____

Establishment Address: _____

Mailing Address: _____

City _____ Street/RFD/Box _____ Zip Code _____

Phone _____ Fax _____

Applicant:

Name: _____

Home Address: _____
Street/RFD/P.O. Box/Box _____

City _____ State _____ Zip Code _____

Phone _____

(For assistance with application, contact Environmental Public Health Specialist at above number)

1 Person directly responsible for day to day operation of the establishment:

NAME: _____ HOME ADDRESS _____
 TITLE: _____ CITY _____ STATE _____ ZIP _____
 PHONE: (WORK) _____ (HOME) _____

Area manager or immediate supervisor of above named person:

NAME: _____ HOME ADDRESS _____
 TITLE: _____ CITY _____ STATE _____ ZIP _____
 PHONE: (WORK) _____ (HOME) _____

LEGAL OWNERS:

Business is owned by: Individual; _____ Partnership _____ Corporation _____ Association _____
 Other Legal Entity _____ (Describe) _____

Legal owners & Officers of the business:

| NAME | TITLE | ADDRESS |
|-------|-------|---------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

**Education Requirements
 ServSafe or Equivalent Nationally Accredited Food Safety Program**

All Food Establishments, Food Processors/Distributors, and Mobile Food Units selling potentially hazardous foods and/or selling unpackaged non-potentially hazardous foods shall have a person in charge at all times that possesses a Serve Safe Certificate, or certificate from an equivalent Nationally Accredited Food Safety Program. This includes owners, managers, and shift supervisors if they are in charge during operating hours. **Serve Safe Certificates are Valid for 5 years.**

List ServSafe or equivalent training below.

| NAME/TITLE | NAME OF ACCREDITED COURSE | CERTIFICATE NO. | DATE OF EXAM |
|------------|---------------------------|-----------------|--------------|
| 1. _____ | _____ | _____ | _____ |
| 2. _____ | _____ | _____ | _____ |
| 3. _____ | _____ | _____ | _____ |
| 4. _____ | _____ | _____ | _____ |
| 5. _____ | _____ | _____ | _____ |

