

1. Check one:	2. Check one:
<input type="checkbox"/> Renewal License Application	<input type="checkbox"/> Fixed Establishment
<input type="checkbox"/> New Owner	<input type="checkbox"/> Mobile
<input type="checkbox"/> New Est. or New Location	<input type="checkbox"/> Mobile Commissary
	<input type="checkbox"/> Special Transitory Food Unit (STFU)

## FOOD SERVICE LICENSE APPLICATION

**Michigan Department of Agriculture & Rural Development**  
 As required by Act 92, Public Acts of 2000, as amended  
 For license year ending:  
**April 30, 2020**

License No. L2000ID

Mailing Address (Number & Street, Box or Route)

5. Applicant Information - MUST BE COMPLETED	
I certify that this information is accurate	
Signature X	Date
Printed name of owner or authorized agent	

3. Business & Owner Information		
Name of Establishment or Business (type or print)		
Establishment Address (Number & Street, Box or Route)		
City	Zip	County of Location

Title	E-Mail
Establishment Phone No.	Home Phone No.
Fax No.	Emergency Phone No.

Name of Owner (First, MI, Last) (Individual or Corporation)		
Owner's Address		
City	State	Zip Code

**6. Renewal Due Date: March 31, 2019**  
 Amount Due: \$ \_\_\_\_\_

If renewal application is submitted after April 30, 2019 add \$135 to your fee.

Make check payable to your local health department.

Mail application and fee payable to:

HDNW  
 220 WEST GARFIELD  
 CHARLEVOIX, MI 49720

4. Mobile Establishment Licensing Information	
Decal No. (Health Dept. Issued)	VIN No.
Vehicle Make	License Plate No. & State
Business Name on Vehicle	Commissary License No.

<b>THIS AREA FOR LOCAL HEALTH DEPARTMENT (LHD) USE</b>
<b>Delete License</b>

Fee Exempt State:	Yes	No	
Fee Exempt Local:	Yes	No	____ License Limitation
Fee Exempt Veteran:	Yes	No	STFU Last 2 Fee Inspection Dates: Date: _____ Date: _____
License No.	Seasonal Establishment (check if seasonal)		
Amount Received	LHD No.	Civil Division	
	Payment ID	Check No.	
Signature of Health Department Representative			Date Approved







Date Stamp (LHD Use Only)
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# Michigan Department of Agriculture & Rural Development

## Food Service License Application

### Instructions to Applicant

#### Renewal Application

- A. **Review** **Sections 1-4** **for accuracy.** Please review the pre-printed application and make any necessary corrections. Please pay special attention to the facility name and address.
- a. DO NOT USE THE RENEWAL FORM IF ONE OF THE FOLLOWING APPLY:**
-   Change of ownership
  -   Change in the physical location of establishment
  -   Change of licensetype
- b. If one of these situations apply, fill out a new license application. To obtain a new "Food Service License Application", contact your local health department or download the form at: [www.michigan.gov/mdard](http://www.michigan.gov/mdard)
- c. (Licensing, Food Industries), or click on keyword and enter "foodserviceapp". The pre-printed renewal form should be returned to the local health department along with the new application.
- B. **Complete** **Section 5.** **Be sure to sign the application.**
- C. **Include license fee** amount shown in **Section 6** Make checks payable to your local health department.
- D. **Special Transitory Food Unit (STFU) renewal applications.** If you are a Special Transitory Food Unit (STFU) as identified in box #2 on the application, you must include a copy of the two paid inspections, along with your application form and check.
- E. **Mail to your local health department before April 30, 2019 to avoid a late fee.**

#### New Application

- A. Complete all applicable parts of **Sections 1-5.** **Be sure to sign the application.**
- B. Contact your local health department for fee and mailing address if not shown in **Section 6.** Make checks payable to your local health department.
- C. Return completed application form along with the fee to your local health department.

#### Definitions

<p><b>Special Transitory Food Unit (STFU):</b> Means a temporary food service establishment that operates throughout the state without the 14 day limit.</p>	<p><b>Mobile Food Service Establishment:</b> Means a food service establishment operating from a vehicle, trailer or watercraft which is not fully equipped for full food service and, therefore, must return to a licensed commissary at least once every 24 hours for servicing and maintenance.</p>
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