



MENU (may attach a copy):

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**\*REMINDER\***

YOUR RETAIL FOOD ESTABLISHMENT LICENSE EXPIRES DECEMBER 31ST OF EACH YEAR. YOUR LICENSE MUST BE RENEWED BEFORE JANUARY 1ST OF THE FOLLOWING YEAR. A \$500.00 FEE MAY ACCUMULATE IF YOUR PERMIT HAS NOT BEEN RENEWED BEFORE JANUARY 1ST. THIS PERMIT IS NOT TRANSFERABLE TO ANOTHER PERSON OR LOCATION. PLEASE SUBMIT THIS APPLICATION AND THE EMPLOYEE VERIFICATION FORM, WITH CHECK, CASH OR MONEY ORDER PAYABLE TO THE: JEFFERSON COUNTY HEALTH DEPARTMENT.

YOUR FEE WILL BE ESTABLISHED AS FOLLOWS:

1-5 EMPLOYEES: \$80.00

6-10 EMPLOYEES: \$160.00

11 OR MORE EMPLOYEES: \$240.00

**(NO FEE FOR NON-PROFIT TAX EXEMPT ORGANIZATIONS)**

I attest to the accuracy of the information provided in this application. I will comply with this ordinance and allow the Jefferson County Health Department access to this establishment and all records or information pertinent to the inspection as specified in 410 IAC 7-15.5 and 410 IAC 7-24.

DATE OF APPLICATION: \_\_\_\_\_ AMOUNT ENCLOSED: \_\_\_\_\_

SIGNATURE OF OWNER OR MANAGER: \_\_\_\_\_

2010 VERIFICATION OF EMPLOYEES

Jefferson County Ordinance, 2006-7 requires the issuance of retail food establishment and/or bed and breakfast establishment licenses according to the maximum number of full and part-time employees at any given time during the calendar year.

ESTABLISHMENT: \_\_\_\_\_

NUMBER OF FULL TIME EMPLOYEES: \_\_\_\_\_

NUMBER OF PART-TIME EMPLOYEES: \_\_\_\_\_

I certify that the above information is accurate.

\_\_\_\_\_  
NAME AND TITLE

\_\_\_\_\_  
DATE

\* An employee is defined as anyone who works for the establishment in food/dining services \*  
(Owners, Servers, Cooks, Chefs, Dishwashers, Bartenders, ectí )

\*A part-time employee is defined as anyone who works one (1) or more days per month.\*