**APPLICATION FOR 2017 ELKHART COUNTY FOOD SERVICE LICENSING PAGE 1**
*Please complete all sections*

LICENSING PERIOD APRIL 1 THRU MARCH 31  

NAME OF ESTABLISHMENT______________________________________________________  

ESTABLISHMENT ADDRESS_________________________________________CITY_______________STATE_____ZIP____________  

MAILING ADDRESS________________________CITY_______________STATE_____ZIP___________  

E-MAIL ADDRESS__________________________________FAX NUMBER__________________________________  

TOWNSHIP_______________________________ESTABLISHMENT PHONE (     )__________________________  

WATER SUPPLY _______________PUBLIC __________ PRIVATE (WELL) ___________  

WASTE WATER DISPOSAL ___________MUNICIPAL ___________ON-SITE SYSTEM (SEPTIC SYSTEM)  

Certified food manager ____________________________ Type of Certification ______________________ Certificate # _________  

PLEASE LIST  

HOURS OF OPERATION  

If your operation has different days/hours by season please list them separately. For example, list the Summer Months, Days and Hours on the top line and the Winter schedule on the bottom line.  

PLEASE INDICATE TYPE OF OPERATION: (011) FULL SERVICE__________ (022) LIMITED SERVICE__________  

(016) MOBILE W/COMISSARY IN COUNTY ________ NUMBER OF UNITS________________________  

(017) MOBILE W/COMISSARY OUT OF COUNTY_________ NUMBER OF UNITS________________________  

(018) VENDING W/FOOD PREP __________ NUMBER OF VENDING MACHINES________________________  

(019) VENDING W/WAREHOUSE ONLY __________ NUMBER OF VENDING MACHINES________________________  

(020) VENDING W/OUT OF COUNTY COMMISSARY __________ NUMBER OF VENDING MACHINES________________________  

FEES:  

Full Service (food services, commissaries with food prep, supermarkets & Convenience w/food service), $200.00  

Limited Food Service (no food prep, pre-packaged), $110.00  

Mobile Units (must have licensed commissary) $100.00 for 1st unit, and $55.00 for each additional unit.  

Permit for Vending Commissary (Warehouse), $110.00  

Vending Permit (1-30 Machines), $100.00  

Vending Permit (31-50 Machines), $150.00  

Vending Permit (101 + Machines), $290.00  

Vending Involving On-Site Preparation, $200.00  

FOOD SERVICE LICENSES ARE NOT TRANSFERABLE TO PERSON OR LOCATION.  

PLEASE **** MAKE ALL CHECKS PAYABLE TO: ELKHART COUNTY TREASURER  

FEES ARE NOT REFUNDABLE. FEES FOR RELIGIOUS, CHARITABLE OR EDUCATIONAL ORGANIZATIONS ARE ONE-HALF THE ABOVE FEES IDENTIFIED FOR EACH CATEGORY AND MUST BE ACCOMPANIED BY A COMPLETED APPLICATION AND A COPY OF YOUR PROOF OF STATE INCOME TAX EXEMPTION.  

☐ NOT-FOR-PROFIT ORGANIZATION – STATE INCOME TAX EXEMPTION CERTIFICATE ENCLOSED  

PLEASE NOTE: AN APPROVED FOOD SERVICE LICENSE MUST BE RECEIVED PRIOR TO OPENING ANY TYPE OF FOOD SERVICE.
NAME OF ESTABLISHMENT_______________________________________________________________

(complete relevant section below)

Ownership by Partnership List all partners and percentage ownership

A copy of the partnership agreement must be provided

1)_________________________________________  5)_________________________________________

2)____________________________________  6)_________________________________________

3)_________________________________________  7)_________________________________________

4)_________________________________________  8)_________________________________________

Ownership by Corporation List all officers and shareholders of corporation and percentage ownership

A copy of the articles of incorporation must be provided

President___________________________________    _____________________________________________
Vice President_____________________________    _____________________________________________
Secretary___________________________________    _____________________________________________
Treasurer___________________________________    _________________________________

___________________________________________   _____________________________________________

A COPY OF THE REQUIRED PAPERWORK MUST BE RECEIVED BEFORE A FOOD SERVICE LICENSE WILL BE ISSUED.