



Henderson County
Department of Public Health
Environmental Health

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Limited Food Service Establishment Permit Application

This application must be submitted no later than 30 days prior to construction or commencing operation.

Please also note:

- No food preparation should occur before receiving a permit.
- LFSE permits shall be issued only to political subdivisions of the State*, establishments operated by volunteers that prepare or serve food in conjunction with amateur athletic events, or operated by organizations that are exempt from federal income tax under sections 501(c)(3) or 501(c)(4) of the Internal Revenue Code.
- Documentation indicating your organization's qualifications to receive an LFSE permit must be submitted with this application.
- LFSE also includes lodging facilities that serve only reheated food that has already been pre-cooked.
- All LFSE permits expire one year from the date of issuance and must be renewed after 365 calendar days.
- A fee of \$75 is required for each LFSE permit and must be paid with the submission of each LFSE application.

**Political subdivisions of the state are local governments created by the state to help fulfill their obligations. Political subdivisions include counties, cities, towns, villages, and special districts such as school districts, water districts, park districts, and airport districts.*

Facility type: ☐ Amateur athletic event ☐ Lodging facility ☐ Other _____

Facility name: _____

Facility address: _____

Permittee name: _____ Phone: _____

Permittee email: _____

Mailing address: _____

Dates of operation: _____

Name of amateur athletic organization (if applicable): _____

Water Source: ☐ Public Water Supply ☐ Private Well

Wastewater: ☐ Public Sewage ☐ On-site Septic System

The permit holder shall require all food service employees to comply with an approved employee health policy.

Do you have an approved employee health policy? ☐ Yes ☐ No

Has the designated person in charge of the LFSE completed an ANSI-accredited, certified food protection managers course? ☐ Yes ☐ No

Additional requirements:

☐ Attached plans or sketch illustrating the specifications and equipment for the proposed LFSE.

☐ Attached complete list of menu items to be prepared at the LFSE; method of preparation included for each food item.

Food Item	Method of Preparation
Ex: hot dogs	Ex: heated on a roller grill

I certify that the information on this application is complete and accurate. I understand that any changes to my operation must be submitted to the Henderson County Department of Public Health for review and written approval before implementing the changes.

Signature: _____ Date: _____

Submit this application and corresponding plans/specifications to:

Henderson County Department of Public Health, Environmental Health