



# Warren County Health Department

Office of Environmental Health

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## 2026 **FOOD** ESTABLISHMENT PERMIT APPLICATION

Complete entire form.

**Due Date: 01/01/26** Late fee assessed after this date.

Name of Establishment \_\_\_\_\_

Location \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

**(Food Recall Contact Must Be Filled In)**

Phone \_\_\_\_\_ Fax \_\_\_\_\_

**\*Must Have Email of Establishment\*** \_\_\_\_\_ \*

Where do we send permit applications and permit certificates?  same as above  same as below

Owner \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Emergency Phone \_\_\_\_\_

Name & Title of Operator \_\_\_\_\_ Emergency Phone \_\_\_\_\_

Hours of Operations (i.e. M-F 8am to 10pm) \_\_\_\_\_

Liquor License? Yes or No?

Building owners name and phone number if leasing building \_\_\_\_\_

*By signing this application, I am stating the answers in this application are current and true. I am agreeing that I and my employees make food safety a priority, by taking food safety courses and by implementing and sharing what is learned with the other employees and that it is my and my employees' responsibility to be familiar with and follow the current food code. I am also, by signing this application, stating that I have read the accompanying information and will share it with my staff.*

Signature and Title of Applicant  
(Required) \_\_\_\_\_

### Administrative Service Charge Schedule

*Charges based on food sales only*

**MAKE CHECKS PAYABLE to WARREN COUNTY TREASURER**

#### RETAIL FOOD STORE:

##### GROCERY, CONVENIENCE, OTHER RETAIL

Gross retail sales of 2024	Fee
\$0-\$500,000	\$125.00
\$500,001-\$1,000,000	\$150.00
\$1,000,001-\$6,000,000	\$250.00
\$6,000,001-\$12,000,000	\$300.00
\$12,000,001 and above	\$350.00

**Lodging Breakfast Bar** \$100.00 per year  
Late Permit Fee \$50.00 per month late

Temporary/Mobile Establishment Fee \$75.00 per year Expedited Mobile/Temporary Fee

Food Related Emergencies \$50.00 per hour

Failure to contact Warren County Health Department and apply for permit to, open/operate a new, temporary or mobile food establishment, extensive remodeling, change of ownership, or for food related emergencies will be a \$100.00 fine.

#### FOOD SERVICE:

##### RESTAURANTS, CATERERS, TAVERNS

Gross retail sales of 2024	Fee
\$0-\$100,000	\$100.00
\$100,001-\$350,000	\$125.00
\$350,001-\$900,000	\$150.00
\$900,001-\$1,500,000	\$200.00
\$1,500,001 and above	\$250.00

