



APPLICATION FOR FOOD ESTABLISHMENT LICENSE

(Food, Mobile Unit, Non-NSLP Schools)

Kansas Department of Agriculture
 Food Safety & Lodging
 1320 Research Park Drive 2nd Floor Manhattan, KS 66502
 (785) 564-6767
 www.agriculture.ks.gov/fsi

ESTABLISHMENT INFORMATION

Establishment Name: _____ Phone: _____
 Establishment Address: _____ Fax: _____
 City, State, Zip Code: _____ County: _____
 Effective Date of Operation: ____/____/____ Email Address (for renewals): _____

OWNERSHIP INFORMATION

(READ CAREFULLY: Please list corporation, partnership, partners or individual owner)

Legal Ownership: _____

- Individual / Sole Proprietor Partnership (LLP / LP)* Corporation (Corp. / Inc.)* LLC*

* Is ownership registered with the Kansas Secretary of State? No Yes--Business Entity ID #: _____

To register with the Secretary of State go to www.kssos.org or call 785-296-4564 to register your ownership in KS

* Federal Tax ID #: _____

Contact Person: _____ Phone: _____

Mail License and Renewal To: Establishment Optional Address

OPTIONAL MAILING ADDRESS

Mail to Name: _____

Mailing Address: _____

City, State, Zip Code: _____

 I agree as a condition to the granting of a license to comply with and abide by all the terms of the Kansas Food, Drug and Cosmetic Act and the rules and regulations prescribed thereunder. I declare the above statements are true, complete and accurate to the best of my knowledge.

Signature

_____/_____/_____
Date

Printed Name

Title

<p>For Office Use Only</p> <p>Inspector: _____</p> <p>Inspection Date: ____/____/____</p> <p>Task Assigned: ____/____/____</p>

<p>For Office Use Only</p> <p>License # _____</p> <p>Date Issued: ____/____/____ Initials: ____</p>

A separate application and fees will need to be submitted for each location needing a license.
 NOTE: ALL new applications require an application fee and a license fee.

All licenses run April 1st to March 31st.

Make checks payable to: Kansas Department of Agriculture or KDA

A credit card payment form can be downloaded at:

<http://agriculture.ks.gov/docs/default-source/rc-food-safety/credit-card-eft-food-cc-october-2017.pdf?sfvrsn=4>

What is the square footage of your facility that is used for food preparation, storage, display, and customer seating?

Facility square footage: _____ sq. ft.

- Food (Grocery, Convenience Store, Restaurant)** **Mobile Unit** **Non-NSLP School**

Please check the appropriate box below. The category and size will be verified during initial inspection.

Category I - If your business does any of the following: Cooks, cools, or reheats food that requires time and temperature control for safety; uses freezing as a means to achieve parasite destruction; handles raw, in-shell molluscan shellfish ingredients; uses specialized processing; has a required hazard analysis critical control point plan; and/or offers for consumption without further preparation any food containing raw or undercooked eggs, meat, poultry, fish, or shellfish; then use these fees. If your business does none of the processes listed, go to Category II.

Size	Application Fee	+	License Fee	=	Total Fee Due
<input type="checkbox"/> Less than 5,000 sq. ft.	\$300.00		\$250.00 (FR1)		\$550.00 (FN1)
<input type="checkbox"/> 5,000 to 10,000 sq. ft.	\$325.00		\$300.00 (FR5)		\$625.00 (FN5)
<input type="checkbox"/> 10,001 to 50,000 sq. ft.	\$350.00		\$500.00 (FR6)		\$850.00 (FN6)
<input type="checkbox"/> Over 50,000 sq. ft.	\$350.00		\$750.00 (FR7)		\$1100.00 (FN7)

Category II - If your business does any of the following: Prepares baked products; repackages foods from a licensed food processor in smaller quantities for distribution; heats only foods from a licensed food processor; or, handles, cuts, grinds, or slices only raw animal foods or ready-to-eat meats and cheeses; and does not do any Category I processes, then use these fees. If your business does none of the processes listed, go to Category III.

<input type="checkbox"/>	Application Fee \$325.00	+	License Fee \$220.00 (FR2)	=	Total Fee Due \$545.00 (FN2)
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Category III - If your business does any of the following: Offers self-service beverages; offers prepackaged food and beverages, including those prepackaged foods and beverages that are required to be held at a temperature of 41 °F or below for food safety; or, offers unpackaged food that does not require time and temperature control for safety, including mixed drinks; and does not do any Category I or II processes, then use these fees.

<input type="checkbox"/>	Application Fee \$275.00	+	License Fee \$190.00 (FR3)	=	Total Fee Due \$465.00 (FN3)
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****For Office Use Only****

FN1 _____ FN5 _____ FN6 _____ FN7 _____

FN2 _____

FN3 _____

CK CC MO Cashier Elec Check Cash

Number _____ Transaction # _____ Amount \$ _____