

EAST SIDE HEALTH DISTRICT
650 N. 20TH STREET
EAST ST. LOUIS, ILLINOIS 62205
Ph: 618-271-8722 Ext 538 Fax: 618-875-5038
Web: www.eastsidehealthdistrict.org

FOOD SERVICE ESTABLISHMENT PERMIT APPLICATION (2024)

(All permits **expire December 31st** of each calendar year/Permits are **NOT** transferable)

Name of Business _____
Address _____ City _____ Zip _____
Phone _____ Emergency Phone _____
Email _____ Hours of Operation _____
Name of Owner(s) _____
Owner(s) Address _____ City _____ Zip _____
Owner(s) Phone _____ Owner(s) Email _____

Type of Business

___ Individual ___ Corporation ___ Not for Profit (**NO FEE, must show IRS 501(c)(3) form**)
___ Partnership ___ Organization

TYPE OF FOOD SERVICES ESTABLISHMENT

- | | | | |
|--|--------------------------------------|-------------------------------------|-----------------------------------|
| <input type="radio"/> Restaurant | <input type="radio"/> Retail bakery | <input type="radio"/> Confectionary | <input type="radio"/> Mobile |
| <input type="radio"/> Retail grocery/mini-mart | <input type="radio"/> Vending | <input type="radio"/> Tavern | <input type="radio"/> Other _____ |
| <input type="radio"/> Retail meat/poultry | <input type="radio"/> School/Daycare | <input type="radio"/> Caterer | |

Fee Categories (Highlighted is payment amount)

Category I

Food Service Establishments that extensively handles raw and ready to eat foods with seating capacity:

- 0-25 (A1) \$150.00 _____
26-50 (A2) \$250.00 _____
51 or more (A3) \$350.00 _____

Category II

Food Service Establishments that minimally handles raw and ready to eat foods with seating capacity:

- 0-25 (B1) \$100.00 _____
26-50 (B2) \$200.00 _____
51 or more (B3) \$300.00 _____

Category III

Establishments where only pre-packaged foods are available or served and any potentially hazardous foods available are commercially pre-packaged in an approved processing plant (C) \$100.00 _____

NOT FOR PROFIT **NO FEE** (Must submitted current IRS 501 documentation with application.)

*All payments **MUST** be mailed to the office or submitted in person at: 650 N 20th St., East St. Louis 62205.
Payment may be made by: **CASH, MONEY ORDER, CORPORATE CHECK OR CREDIT CARD** (with a \$2.00 fee).

Application is hereby made for a Food Service Establishment to operate within ESHD Jurisdiction (East St. Louis, Stites, Centreville & Canteen Townships) in St. Clair County, Illinois. By submitting this application, it is agreed that the establishment will comply with the provisions of the Basic Sanitation Standards applicable to this type of food handling establishment set forth by the Illinois Department of Public Health Food Service Sanitation Code 750 and the East Side Health District Food Sanitation Ordinance. It is further agreed that said food service establishment shall be open to inspection by the East Side Health District during normal working hours.

I affirm the above information is true to the best of my knowledge and belief.

Applicants Signature _____ Date _____

(Please see back for Notice of Late Fees and General Guidelines)

NOTICE OF LATE FEES

Food Establishment permits **expire December 31st** of each calendar year.

Penalties for late payment shall be:

- A **\$30 late fee** will be assessed for **EACH** calendar month the permit **is past due** (Including Non-For-Profit).
- Legal Action will be taken once payments are 90 days past due or greater – late fees will continue to accrue after referred to legal counsel.

General Guidelines:

CATEGORY I:

- a.) Potentially hazardous foods are cooled, as part of the food handling operation at the facility
- b.) Prepare hot or cold food for more than 12 hours before serving
- c.) Potentially hazardous cooked and cooled foods are reheated
- d.) Prepare foods for off-premises service for which time-temperature requirements during transportation, holding and service are relevant
- e.) Extensively handle raw ingredients or have bare hand contact with ready to eat food
- f.) Serve immunocompromised individuals, where these individuals comprise the majority of the consuming population

CATEGORY II:

- a.) Hot or cold foods are held at required temperatures for no more than 12 hours are restricted to same-day services
- b.) Foods are prepared from raw ingredients, using only minimal assembly
- c.) Foods that require complex preparation (whether canned, frozen or fresh prepared) are obtained from approved food-processing establishments

CATEGORY III:

- a) Only pre-packaged foods are available or served in the facility, and any potentially hazardous foods available are commercially pre-packaged in an approved processing plant
- b) Only limited preparation of non-potentially hazardous foods and beverages, such as snack foods and carbonated beverages, occurs at the facility
- c) Only beverages (alcoholic and non-alcoholic) are served at the facility