



BRISTOL-BURLINGTON HEALTH DISTRICT

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Date: May 25, 2018
To: FOOD ESTABLISHMENT LICENSEES
From: Charles I. Motes, Jr., MS, MPH, RS
Director of Health
Bristol-Burlington Health District

Subject: Food License Renewal Information and Instructions
Annual Food License (July 1 to June 30th)
Please READ Thoroughly

A Bristol Burlington Health District Food Establishment License **is required** to operate your food establishment. Your present license will *expire* on **June 30, 2018**.

To have your license renewed, complete and submit the following to **AVOID LATE FEES**. *If you have questions, please contact our office at 860-584-7682.*

SUBMIT All Required Information Listed Below:

- 1) **SUBMIT COMPLETED BLUE APPLICATION:** *(Fill in ALL the **BLANK AREAS** on the **FORM**)*
- 2) **SUBMIT LICENSE FEE/PAYMENT:**
- 3) **SUBMIT CERTIFIED FOOD PROTECTION MANAGER(CFPM) /SERVSAFE CERTIFICATE**
Required for Class II Class III and IV Food Establishments
- 4) **SUBMIT WELL WATER REPORT:**
*(Food Facilities utilizing a well water supply; you **MUST** submit a copy of most recent Well Water Quality report).*
- 5) **SEPTIC SYSTEM PUMP OUT REPORT:**
*(Food Facilities utilizing a septic system: you **MUST** submit a copy of most recent Septic Tank Pump-out Report).*

NOTE: Any incomplete or missing information will delay the licensing process.

The FDA Food Code will soon be adopted as the regulation for all retail food establishments in Connecticut. This will result in a variety of changes for the food establishments in CT. Please make every effort to provide your staff with the FDA code and appropriate training for compliance. The food code is available on the FDA website at:

<https://www.fda.gov/Food/GuidanceRegulation/RetailFoodProtection/FoodCode/ucm595139.htm>

PLEASE SEE REVERSE SIDE FOR ADDITIONAL INFORMATION REGARDING THE FDA FOOD CODE

Food Establishment Fee Schedule is listed below

Annual License	Class 1	\$150.00
Annual License	Class 2	\$350.00
Annual License	Class 3	\$450.00
Annual License	Class 4	\$450.00
Itinerant Class A		\$125.00
Itinerant Class B		\$200.00
Amusement Park		\$500.00
LATE FEE (\$10 per day to a maximum of \$250)		\$ 10.00 / day

For more information, visit our website: www.bbhd.org