



# Development Services Department

## Food Establishment Permit Application

2024 Renewal

Date: \_\_\_\_\_

**Note:** Your current Food Establishment Permit expires on December 31, 2023.

**Note:** This completed application must be returned with the required fee by January 7, 2024.  
**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

The fees are as follows:

- The categories are described at the end of this application

No Food Preparation = \$50.00

Light Food Preparation = \$125.00

Heavy Food Preparation = \$150.00

Bed & Breakfast = \$25.00

**Note:** Application for a permit postmarked or received after January 7, 2024 will have a \$100.00 late charge added to the permit fee.

**Note:** If this application and fee are not received by 5:00 p.m. on January 15, 2024, your food establishment operation will be suspended.

**Note:** Operating an establishment without a CURRENT / VALID permit is a violation of Chapter 9 of the City of Brenham Code of Ordinances. Legal action or closure may be imposed against such an operation.

**Note:**

1. All food employees shall successfully complete an accredited food handler training course.
2. New employees shall complete the course within 60 days of employment.
3. The food establishment shall maintain on premise a certificate of completion of the food handler training course for each food employee.
4. Food employee – An individual working with unpackaged food, food equipment or utensils, or food-contact surfaces (includes wait staff).

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CURRENT PERMIT #: \_\_\_\_\_

ESTABLISHMENT NAME: \_\_\_\_\_

ESTABLISHMENT ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

BUSINESS PHONE: \_\_\_\_\_ OWNER PHONE: \_\_\_\_\_

OWNER EMAIL ADDRESS: \_\_\_\_\_

**HOURS OF OPERATION:**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.
p.m.	p.m.	p.m.	p.m.	p.m.	p.m.	p.m.

Number of Employees (including management): \_\_\_\_\_

Name of Certified Food Manager(s) (CFM): \_\_\_\_\_

CFM Certification Program: \_\_\_\_\_

CFM Certification Expiration Date(s): \_\_\_\_\_

**Grease Trap/Interceptor Information:**

Location: \_\_\_\_\_ Size: \_\_\_\_\_ gal/lbs Service Frequency: \_\_\_\_\_

Name of Hauler \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Pest Control Information:**

Company Name: \_\_\_\_\_ Service Frequency: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

**I HAVE READ AND AGREE TO THE CONDITIONS OF THIS APPLICATION/PERMIT.**

**APPLICANT'S NAME:** \_\_\_\_\_  
**(PLEASE PRINT CLEARLY)**

**APPLICANT'S SIGNATURE:**  \_\_\_\_\_

**DATE:** \_\_\_\_\_

This completed application and the required fee must be submitted to the Development Services Department (979-337-7220), located on the second floor of City Hall (200 W. Vulcan St. Brenham, TX 77833); or they can be mailed to:

City of Brenham  
Attn: Development Services Dept.  
P.O. Box 1059  
Brenham, TX 77834-1059

**CLASSIFICATION OF FOOD ESTABLISHMENTS:**

**Heavy Food Preparation:** Heavy food preparation shall mean any entity in which foods are prepared, utilizing a grill, griddle, deep-fat fryer, commercial-type oven, and any similar food preparation equipment; or any area subject to flooding or wet cleaning procedures due to the cutting or processing of meat, poultry, fish, or pork. Heavy food preparation includes, but is not limited to, cafeterias, fast-food restaurants, full-service restaurants, pizza preparation, and donut preparation.

**Light Food Preparation:** Light food preparation shall mean any entity in which food is prepared without the use of fryers, grills, or other similar equipment. Light food preparation is usually limited to the preparation of hot dogs, sandwiches, salads, or other similar foods and fountain-type cold drinks.

**No Food Preparation:** No food preparation shall mean any entity in which foods are provided pre-wrapped from an approved source with microwave or convection-type ovens. No food preparation is usually limited to pre-packaged sandwiches or similar food, candies, and containerized cold drinks.

<b><u>OFFICE USE ONLY</u></b>			
<b>DATE PAID:</b> _____		<b>RECEIPT #:</b> _____	
<b>CHECK #:</b> _____		<b>CASH:</b> _____	<b>VISA/MC/DISCOVER:</b> _____
<b>RENEWAL</b>	<b>NEW OWNER</b>	<b>NAME CHANGE</b>	<b>NEW ESTABLISHMENT</b>
<b>RECEIVED BY:</b> _____			<b>DATE:</b> _____