



Health Division

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Health Permit Requirements

IMPORTANT NOTES: All food establishments within City limits MUST have a valid Health Permit. **OPERATING WITHOUT A VALID HEALTH PERMIT WILL RESULT IN CLOSURE AND POSSIBLE COURT CITATIONS.** A new permit and inspections are required for a business name change and/or change of ownership. **(All permits are non-transferable and will expire on September 30th every year).**

This form may be emailed, submitted in person or through the Citizen

1. The Health Permit is required before serving food to the public. It has a pro-rated fee structure based on the number of employees associated with the business and will need to be paid after the “Health Final” is approved.
2. There are **two (2) distinct inspections** that must be completed:
 A “Pre-opening Inspection” is to be completed during the end of construction or for a Commercial Change of Occupant to verify all equipment and fixtures are installed and operable as shown on the approved plans. The inspection fee is \$150.00 and is due prior to the inspection taking place. A “Health Final” will make sure the establishment is meeting the Texas Food Establishment Rules Standards. **Both inspections and approvals are required to obtain a Health Permit.**
3. To request either inspection, please call the Commercial Inspection Line at 281.403.8551 (after having paid correspondent fee as mentioned). The contact phone numbers for health information are 281.403.8561 or 281.403.8556.

Number of Employees to be Fully Staffed: _____ Space Square Footage: _____

Permit & Inspection Fees	Fee	Amount Due
Day Care Centers with kitchens (2 inspections/ year)	\$ 150.00	
Day Care Centers – without kitchens (2 inspections/year)	\$ 100.00	
Group Residence (Institution)	\$ 150.00	
Nonprofit establishments of all sizes	\$ 100.00	
Pre-Opening Health Inspection	\$ 150.00	
Owner-initiated inspection	\$ 150.00	
Small Establishment under 1,000 SF	\$ 200.00	
Medium Establishment 1,001 SF – 10,000 SF	\$ 500.00	
Large Establishment above 10,000 SF	\$ 700.00	
Mobile vending unit (1 year permit, routine inspection)	\$ 200.00	
First Re-inspection fee	\$ 50.00	
Second Re-inspection fee	\$ 100.00	
Third Re-Inspection Fee	\$ 150.00	
Subsequent re-inspections will increase by \$ 50.00		
Date:	PSR:	Inv #:
		Total Fees

Health Permit Application

Sole Proprietorship
 Corporation
 LLC
 Non-Profit
 Other: _____

Business Name

Business Address

Business Owner

Business Phone

Two (2) Emergency Contacts (Other Than Yourself):

1. _____ Phone: _____

2. _____ Phone: _____

DBA

BUILDING OWNER

Company: _____

Agent: _____

Address: _____

Company: _____

Business Phone: _____

Address: _____

Cell Phone: _____

Business Phone: _____

Email: _____

Cell Phone: _____

Partners: _____

Email: _____

Officers: _____

Type of Business

(Please check all that applies.)

<input type="checkbox"/> Adult Daycare (food prep)	<input type="checkbox"/> Convenience Store	<input type="checkbox"/> Long-Term Care/Assisted Living
<input type="checkbox"/> Adult Daycare (no food prep)	<input type="checkbox"/> Deli	<input type="checkbox"/> Meat/Poultry
<input type="checkbox"/> Bar	<input type="checkbox"/> Fast Food	<input type="checkbox"/> Mobile Unit
<input type="checkbox"/> Caterer	<input type="checkbox"/> Full Service	<input type="checkbox"/> Restaurant
<input type="checkbox"/> Child Daycare (food prep)	<input type="checkbox"/> Grocery Store	<input type="checkbox"/> School
<input type="checkbox"/> Child Daycare (no food prep)	<input type="checkbox"/> Hospital	<input type="checkbox"/> Other:
<input type="checkbox"/> Commissary	<input type="checkbox"/> Liquor Store	

Construction Site Location for Mobile Vending Unit:

Required Documents For NEW BUSINESSES ONLY

1) Certificate of Filing or Sales Tax & Use Permit 2) Food Manager's Certificate(s)