

# APPLICATION FOR LICENSE TO OPERATE A FOOD & LODGING ESTABLISHMENT

For office use only:

ID # \_\_\_\_\_

STATE OF VERMONT  
**AGENCY OF HUMAN SERVICES**  
**DEPARTMENT OF HEALTH**  
 Food & Lodging Program  
 108 CHERRY STREET  
 P.O. BOX 70  
 BURLINGTON, VT 05402-0070

Please make checks payable  
to the Vermont Dept. of  
Health

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

OWNER OR CORPORATE NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_

LOCATION: \_\_\_\_\_ Phone No.: \_\_\_\_\_  
 (Street/Town)

MAILING ADDRESS: \_\_\_\_\_  
 (Street or P.O. Box) (City) (State) (Zip Code)

THIS IS A:     NEW ESTABLISHMENT     PREVIOUSLY LICENSED or OWNERSHIP CHANGE     RENEWAL

If previously licensed establishment, indicate name of prior establishment and owner \_\_\_\_\_

EXPECTED OPENING DATE: \_\_\_\_\_ IF SEASONAL, OPENS: \_\_\_\_\_ CLOSES: \_\_\_\_\_

PUBLIC BUILDING OR WASTEWATER PERMIT # & DATE ISSUED: \_\_\_\_\_

WATER SYSTEM OWNER/OPERATOR NAME: \_\_\_\_\_

WATER SOURCE TYPE: \_\_\_\_\_ WSID #: \_\_\_\_\_ SEWAGE DISPOSAL TYPE: \_\_\_\_\_

**TOTAL NUMBER OF RESTAURANT SEATS:** \_\_\_\_\_    **TOTAL LODGING CAPACITY:** \_\_\_\_\_

License Applied For: (circle)		Fee
Restaurant	Seating 0 – 25	\$75.00
	Seating 26 – 50	\$130.00
	Seating 51 – 100	\$215.00
	Seating 101 – 200	\$270.00
	Seating 201 or more	\$345.00
Caterer	Home Caterer	\$85.00
	Commercial (includes push carts & mobile units)	\$175.00
Limited Operation	Cold sandwiches & hotdogs only in stores	\$85.00
Food Processor	Gross Receipts under \$10,000 – <b>no license</b>	
	Gross Receipts \$10,001-50,000	\$100.00
	Gross Receipts over \$50,000	\$135.00
Camp	Children's Camp	\$80.00
Bakeries	Home	\$50.00
	Small Commercial	\$110.00
	Large Commercial (includes out-of-state bakeries)	\$220.00
Seafood	Seafood Vendor	\$110.00
Shellfish	Shellfish Reshipper/Repacker	\$250.00
Lodging	Capacity 1-10	\$70.00
	Capacity 11-20	\$120.00
	Capacity 21-50	\$175.00
	Capacity over 50	\$300.00

**FOR OFFICE USE ONLY:**

Date Received \_\_\_\_\_ Amount \$ \_\_\_\_\_ Sanitarian Assigned \_\_\_\_\_

**STATEMENT OF COMPLIANCE FOR LICENSE**

1. **Child Support (15 V.S.A. Section 795)**

A license may not be issued or renewed unless the applicant certifies that he or she is not under an obligation to pay child support or is in good standing with respect to or in full compliance with a plan to pay any and all child support payable under a support order as of the date the application is filed. A "license" is any license, certification, or registration issued by an agency to conduct a trade or business, including a license to practice a profession or occupation. "Good standing" means that less than one-twelfth of the annual support obligation is overdue; or liability for any support payable is being contested in a judicial or quasi-judicial proceeding; or the applicant is in compliance with a repayment plan approved by the office of child support or agreed to by the parties. The licensing agency may also find that requiring immediate payment of child support due and payable would impose an unreasonable hardship.

2. **Tax Liability (32 V.S.A. Section 3113)**

No state agency may renew any license or other authority to conduct a trade or business unless the applicant first verifies in writing that he or she is in good standing with respect to, or in full compliance with a plan to pay, any and all taxes due as of the date such statement is made. "Good standing" means that no taxes are due and payable; or the liability for any taxes due and payable is on appeal; or the person is in compliance with a payment plan approved by the Commissioner of Taxes. The licensing agency may condition license renewal on terms which would place the applicant in good standing with respect to any and all taxes as soon as reasonably possible, if the agency finds an unreasonable hardship.

3. **Unemployment Compensation Contributions (21 V.S.A. Section 1378)**

No agency of the state shall grant, issue or renew any license or other authority to conduct a trade or business (including a license to practice a profession) to any employing unit unless such employing unit shall first sign a written declaration, under the pains and penalties of perjury, that the employing unit is in good standing with respect to or in full compliance with a plan to pay any and all contributions or payments in lieu of contributions due as of the date such declaration is made. "Good standing" means that no contributions or payments in lieu of contributions due and payable is on appeal; or the employing unit is in compliance with a payment plan approved by the Commissioner of Labor & Industry; or, in the case of a licensee, the licensing agency finds that requiring immediate payment of contributions or payments in lieu of contributions due and payable would impose an unreasonable hardship.

**CERTIFICATIONS OF COMPLIANCE**

I have read the above material concerning child support, tax liability, and unemployment compensation contributions.

I hereby certify that I am not under an obligation to pay child support or I am in good standing, as described above, regarding child support.

I hereby further certify that I am in good standing, as described above, with respect to, or in full compliance with a plan to pay, any and all taxes due as of the date of this statement. This certification is made under the pains and penalties of perjury.

I hereby declare that the employing unit of which I am the duly authorized representative is in good standing with respect to or in full compliance with a plan to pay any and all unemployment compensation contributions or payments in lieu of contributions due as of the date below. This declaration is made under the pains and penalties of perjury.

Signature: \_\_\_\_\_

Name (printed): \_\_\_\_\_

Taxpayer ID # or SSN: \_\_\_\_\_  
(required)

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

Establishments with a public water system must comply with the Department of Environmental Conservation Water Supply Rule. Please contact the DEC Water Supply Division at 800-823-6500 (in VT) or (802) 241-3400.