



# RETAIL FOOD ESTABLISHMENT APPLICATION & PERMIT DOCUMENT

Bureau of Environmental Health Services  
Division of Food Protection & Rabies Prevention

Application must be complete and legible. Any missing information will result in delays in processing this application. Any section that requires additional space or documentation shall be included as an attachment in the 8.5" X 11" format and be labeled to identify the appropriate section (8-302.14(A)(1)). Throughout this document, applicable sections from Regulation 61-25 - Retail Food Establishments are referenced in parenthesis. Regulation 61-25, as well as many fact sheets and other useful documents, are available at [www.scdhec.gov/food](http://www.scdhec.gov/food).

Establishment Name Indigo Ridge Cafe  
 Establishment Address 125 Indigo Ridge Place City Cola Zip 29068  
 Phone 803-555-5555 E-mail Admin@indigoridgecafe.com County Richville  
 List Hours of Operation: S 12pm-5pm M Closed T 8am-9pm W 8am-9pm Th 8am-9pm F 8am-10pm Sa 8am-10pm

Permit Holder(s)/ Owner(s) Janet Smith, Owner  
 24-hour Emergency Contact Number(s) 803-555-5551

Billing Address (if different from above) 10 Richville Way  
 City Cola State SC Zip 29068  
 Phone 803-555-5557 Mobile 803-555-5558 E-mail Janet@indigoridgecafe.com

Type of Ownership (check one):  Individual  Partnership  Limited Liability Company  Corporation  Non-Profit Organization  
 If different from the owner, provide the following: Person(s) in Charge directly responsible for Daily Operations (2-101) (include title(s)):  
Jonathan Clark  
 24-hour Emergency Contact Number(s): 803-555-5559

**1. Certified Food Protection Manager(s)** (Not required for Mobile Pushcarts)  Copy of Certification Attached  
 (2-102.12, 2-102.20, 8-302.14(A)(10))  
 Name(s) Jonathan Clark  
 Certification Date 05/12/2015 Expiration Date 05/12/2020  
 Course Taken Serve Safe Foods Institution Sandhills University

**2. Written Employee Health Policy**  Document(s) Attached  
 (2-201.11, 2-201.12)

**3. Permit and Contents of Application** (8-302.14, 8-303)  
 New, Converted, or Remodeled Facility  Layout, Construction Materials and Finish Schedule Attached  
 Change of Ownership  
 Please complete [D-1716](#) instead of this form for Change to Existing Retail Food Establishment Permit

**4. Type of Retail Food Establishment** (check all that apply) (1-201.10 (106))  
 Restaurant/Convenience Store  Sushi preparation onsite  
 Institution  
 Grocery Store: (check only those areas to be covered by this permit)  
 Meat Market  Seafood Market  Deli  Bakery  Produce  Sushi  Other \_\_\_\_\_  
 Mobile Food (9-1)  Document(s) Attached  
 Shared Use Operations/Commissary (9-5)  Document(s) Attached  
 Immediate Outdoor Cooking (9-6)  Document(s) Attached  
 Barbecue Pit/Pit-Cooking Room Construction (9-7)  Document(s) Attached  
 Please complete [D-1717](#) instead of this form for: Temporary Food Service Establishments (9-8), Community Festivals (9-9),  
 Special Promotions (9-10), Farmers Market & Seasonal Series (9-11)

**5. Menu or List of Foods to be Served**  
(8-502.14(A)(2))

Document(s) Attached

**6. Consumer Advisory**  
(3-603)

Not Applicable

Onsite Location \_\_\_\_\_

**7. Special Process Variance Requested**  
(3-401.11(D)(4), 3-404.11, 3-502.11, 3-502.12, 8-103.10(A,C), 8-103.11, 8-201, 8-302.14(A)(4))

Not Applicable

Document(s) Attached

**8. Water Supply**  
(5-101.11, 8-302.14(A)(5))

Provider City of Cola

**9. Sewage Disposal**  
(5-403.11, 8-302.14(A)(6))

Provider City of Cola

**10. Refuse Contractor(s)**  
(5-501, 5-502)

Refuse(Trash) Contractor Waste Extraction

Grease Disposal Contractor Sandhills Grease Service

**11. Grease Trap(s)**  
(5-402.12(A))

Not Required

Installed Location Behind building underground

**12. Grease Interceptor(s)**  
(5-402.12(B))

Not Required

Installed Location \_\_\_\_\_

**13. Construction Variance(s) Requested**  
(8-103.10(B), 8-103.11, 8-302.14(A)(4))

Not Applicable

Document(s) Attached

**14. Mechanical Warewashing** (List machines and check all that apply)  NSF/ANSI Certified  Not Applicable  
(4-204.113, 4-204.117, 4-204.119, 4-205.10, 4-301.13, 4-302.13(B), 4-501, 4-603.12)

1. Manufacturer Champ

Model Number ABC123

Sanitizing Method:

- Pre-rinse sink provided  
 Drainboards

- Chemical OR  Hot Water  
 Pre-wash cycle part of machine operation  
 Utensil Racks  Tables

2. Manufacturer Champ

Model Number ABC 123

Sanitizing Method:

- Pre-rinse sink provided  
 Drainboards

- Chemical OR  Hot Water  
 Pre-wash cycle part of machine operation  
 Utensil Racks  Tables

**15. Manual Warewashing** (check all that apply)  NSF/ANSI Certified  
(4-204.119, 4-205.10, 4-301.12, 4-301.13, 4-302.13(A), 4-603.15, 4-603.16)

- Temperature Measuring Device provided  Clean In Place  
 Drainboards  Utensil Racks

Tables

**16. Backflow Prevention Devices** (check which equipment have backflow prevention devices)  
(5-202.13, 5-202.14, 5-203.14, 5-203.15, 5-204.12)

- |   |  |   |   |  |
|---|--|---|---|--|
| <input checked="" type="checkbox"/> Warewasher  | <input checked="" type="checkbox"/> Hose Reel  | <input type="checkbox"/> Disposal           | <input type="checkbox"/> Steam Table        | <input checked="" type="checkbox"/> Scrapping Trough |
| <input checked="" type="checkbox"/> Dipper Well | <input type="checkbox"/> Waste Pulper          | <input checked="" type="checkbox"/> Steamer | <input type="checkbox"/> Pasta Cooker       | <input checked="" type="checkbox"/> Combi-therm Oven |
| <input type="checkbox"/> Wok Stove              | <input type="checkbox"/> Rotisserie Oven       | <input type="checkbox"/> Water Chiller      | <input checked="" type="checkbox"/> Proofer | <input type="checkbox"/> Rack Oven                   |
| <input type="checkbox"/> Beverage Dispensers    | <input checked="" type="checkbox"/> Coffee/Tea | <input type="checkbox"/> Other _____        |   |  |

**17. Equipment List**

([4-101](#), [4-202](#), [4-205.10](#), [4-301.11](#), [4-402](#), [8-302.14\(A\)\(9\)](#))

NSF/ANSI Certified

Document(s) Attached

Please list type, manufacturer and model number of cooking, heating, preparation, refrigeration, and cooling food equipment below. Listed equipment must meet NSF/ANSI, BISSC (or other accredited ANSI food equipment certification). For additional items, include an extra copy of this page and check "Document(s) Attached" above.

Type	Manufacturer	Model Number	Location
Hood	Green Aire	ABC 123	Cook's Line
Kettle	Cleveban	ABC 123	Cook's Line
Range	Vulart	ABC 123	Cook's Line
Combi-Therm Oven	Garbend	ABC 123	Cook's Line
Tilting Skillet	Cleveban	ABC 123	Cook's Line
Hot Food Unit	Huban	ABC 123	Front Line
Heating & Proofing Cabinet	Huban	ABC 123	Front Line
Countertop Oven	Huban	ABC 123	Front Line
60 Quart Mixer	Huban	ABC 123	Prep Area
Ingredient Bins	Pipen	ABC 123	Prep Area
Ice Machine	Hoshzan	ABC 123	Dry Storage Room
Slicer	Huban	ABC 123	Prep Area
Food Chopper	Huban	ABC 123	Prep Area
Food Processor	Huban	ABC 123	Prep Area
Walk in Cooler	Ameripak	ABC 123	Back of Kitchen
Walk in Freezer	Ameripak	ABC 123	Back of Kitchen
Cold Food Unit	Huban	ABC 123	Cook's Line
Steam Table	Huban	ABC 123	Cook's Line
Reach-in Refrigerator	Huban	ABC 123	Cashier Area
Pass Thru Refrigerator	Huban	ABC 123	Cook's Line
Blast Freezer	Huban	ABC 123	Prep Area
Undercounter Refrigerator	Huban	ABC 123	Cook's Line
Coffee Maker	Buss	ABC 123	Cashier Area

**18. Notes:**

1. Applicant shall be the owner of the proposed Retail Food Establishment or the presiding officer of the legal entity owning the proposed Retail Food Establishment.
2. To submit an application, request a preoperational inspection, or to obtain additional information, contact your local DHEC office by visiting <http://www.dhec.sc.gov/HomeAndEnvironment/DHEC/locations/>.
3. Applicant shall submit a completed application for permit at least thirty (30) calendar days before the date planned for opening of the new facility (8-302.11) or within fifteen (15) calendar days from the date of the change of ownership (8-303.20(A)(1)(a)).
4. Applicant must pay the applicable sixty-dollar (\$60) inspection fee at the time the completed application has been submitted. (R. 61-37)
5. Applicant must request the preoperational inspection fourteen (14) days prior to an inspection to issue a permit. (8-203.10)

I, the undersigned, attest to the accuracy of the information provided in this application and I affirm that the retail food establishment will comply with SC DHEC Regulation 61-25. I understand that changes in food preparation types, additions of equipment and/or structural changes must be approved by the Department prior to implementation and may require that I submit a new application.

It is unlawful for a person to willfully give false, misleading, or incomplete information on a document, record, report, or form required by the laws of this State.

Should the facility fail to adhere to the requirements of Regulation 61-25, the permit to operate may be subject to enforcement action, which may include civil penalties pursuant to Section 44-1-150(B) of the South Carolina Code of Laws and/or permit suspension/revocation pursuant to Regulation 61-25, Retail Food Establishments.

<u>Janet Smith</u>	<u>Janet Smith</u>	<u>12/13/2015</u>
Owner/Presiding Officer Signature (8-302.13(A))	Print Name	Submittal Date

<b>FOR OFFICE USE ONLY</b>	<input type="checkbox"/> Update to Pre-Existing Permit	<input type="checkbox"/> Inspection Fee Received (8-302.13(D))
Application complete	Date _____	Reviewer _____
Pre-Operation Inspection	Date _____	Reviewer _____
R.61-25 Permit Issuance	Date _____	Reviewer _____
Process/Risk Category:	1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4 <input type="radio"/>	Permit # _____