



BRAZOS COUNTY HEALTH DEPARTMENT

A City-County Public Health District

201 N. Texas Avenue Bryan, TX 77803

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www.brazoshealth.org

November 1, 2016

Dear Permit Holder:

It is time to renew your food service permit for the year 2017. Our hope is to make renewing your permit as easy as possible. We have outlined a few steps, which we believe will make the process easier. Please read these steps **carefully**. You will be held responsible for all information in this letter.

1. We have sent you a completed application(s). The application should have the basic information that we have on file for your establishment. If any of the information is incorrect, please write in the correct information and we will make the changes. We must have a good contact phone number. **YOU MUST SEND AN APPLICATION WITH YOUR PAYMENT.**

(Note #1) Make sure the address on your application is where the permit and this letter should be sent.

(Note #2) You will not be allowed to renew your permit if you have outstanding unpaid re-inspection or other fees owed to the Brazos County Health Department.

2. There is a flat fee of **\$400.00** for retail food service establishments (**\$150.00** for Brazos County restaurants not in Bryan or College Station). For seasonal retail food service permit holders in Bryan and College Station, the fee is **\$135.00**. A seasonal establishment is defined as a business that is only in operation for 4 consecutive months of the calendar year. An example of a seasonal permit holder would be a snow cone stand or a little league concession stand. You will be required to have one certified food manager with a seasonal permit.

As of November 1, we will be offering an Extended Temporary Permit. This permit would allow a temporary set up for an establishment doing light food prep at a single location multiple times per year. For example, sampling TCS (potentially hazardous) foods at a Farmer's Market every Saturday would qualify for this new permit. All temporary food permit rules apply, but all workers, under this permit, would be required to obtain a food handler card. Cost of the extended temporary permit is **\$150.00** in Bryan & College Station, and **\$75** in the remainder of Brazos County. Please call if you have any questions.

3. Please return your application and fee before **January 1, 2017**. Applications for permits **postmarked** or **received** after **January 9, 2017**, will have a 20% late charge added to the permit fee. **Remember:** If you have an inspection after January 1, 2017, you will lose 2 points (#30) for not having the current permit, regardless of payment status!

4. If applications and fees are not received by 5:00 p.m. **January 17, 2017**, your retail food operation will be suspended. Suspension notification will begin on **January 18, 2017**.

5. THE TEXAS FOOD ESTABLISHMENT RULES (TFER) & INSPECTION REPORT HAVE CHANGED, AS OF OCTOBER 2015. Please get familiar with the new TFER (we have a link to them on our website) so you will better understand our inspections.

6. The BCHD is now offering State – certified food handler classes (English and Spanish). The food handler card is good state wide for 2 years. Class schedules are available on–line or at BCHD. This is one of the few classroom food handler classes offered in the Brazos Valley.

7. New TFER guidance documents (bodily fluid clean-up procedure, employee sickness reporting, etc.) are available on our website or at BCHD.

We hope that 2017 will bring you increased business, good luck, and high-score inspections! Should you have any questions, concerns or suggestions about your permit, please call me or any of the inspectors at (979) 361-4450.

Sincerely,

A handwritten signature in black ink that reads "Don Plitt". The signature is written in a cursive style with a long horizontal stroke extending to the right.

Don Plitt, RS
Environmental Health Services Division Director