



Department of Resource Management

675 Texas Street, Ste. 5500
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www.solanocounty.com

File # \_\_\_\_\_

Environmental Health Division
(707) 784-6765

Jagjinder Sahota, REHS
Environmental Health Manager

CATERING PERMIT APPLICATION

Catering Business Name: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

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

Email Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Business website/method of advertisement: \_\_\_\_\_

Commissary is located: [ ] In Solano County [ ] Outside of Solano County

Commissary Name: \_\_\_\_\_

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

This application must include the following:

- [ ] Copy of current Food Safety Certificate for an owner or employee
[ ] Copy of current food handler cards for all employees
[ ] Completed Commissary Agreement Form
[ ] Menu
[ ] Standard Operating Procedures plan (transport, type, temperature control of food, utensil cleaning, handwashing, etc.)
[ ] Copy of Business License
[ ] Catering Permit Fee

The following may be required:

- Records of all offsite food service activities within 90 days
• Copy of Processed Food Registration
• Copy of State of California approved HACCP Plan
• Dairy License from CDFA

- [ ] I certify that, to the best of my knowledge, the above information is true and that I will comply with the California Retail Food Code and all other applicable local, city, county, and state requirements.
[ ] I understand that prior to making any changes (commissary, operating procedures, etc.), I shall notify the Department of Resource Management, Environmental Health Division.
[ ] I have read and understand the Solano County Catering Guidelines attached with this application.

Owner / Caterer: \_\_\_\_\_
Print Name Signature Date

Registration Fee \$ \_\_\_\_\_ Paid \_\_\_\_ yes \_\_\_\_ no Receipt # \_\_\_\_\_

E.H. Specialist: \_\_\_\_\_ Date Received: \_\_\_\_\_ Date Approved: \_\_\_\_\_