

**NEW RETAIL FOOD ESTABLISHMENTS**

All Retail Food Establishments in Fountain County are required to meet minimum sanitation requirements and obtain permits as set forth in Fountain County (Ordinance No. 2018-3) and the Indiana Retail Food Establishment Sanitation Requirements 410 IAC 7-24.

Please complete the retail food establishment permit paperwork. The list of paperwork and requirements are listed below. The application for a Retail Food Establishment must be submitted to the Fountain County Health Department at least 30 days prior to opening a new food establishment.

The permit is valid only for the specific retail food establishment specified. Permits may not be transferred from one establishment to another. A fee is required for each permit.

You may mail your food permit application and paperwork listed below with the appropriate fee to the Fountain County Health Department, attention Erich. You may also submit the paperwork and payment by visiting the health department, Monday – Friday, 8 am - 4 pm, closed noon to 1 pm for lunch. All paperwork and fees must be submitted and reviewed before an establishment will be granted a food permit. The Fountain County Health Department only accepts cash, check or money order.

New Food Establishment Permit paperwork and process

* Permit Application
* Plan Review
* Payment
* Copy of Certified Food Protection Manager Certification (if required)
* Detailed drawing of the establishment
* Pre-Operational Inspection

Once the paperwork is accepted and approved, a pre-operational inspection of the food establishment will be conducted.

If you have any questions, you may contact Erich at the Fountain County Health Department at (765)762-3035 or email ehaley@fountaincounty.in.gov