



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: _____