



## Environmental Health Division

Serving Crawford, Kalkaska, Lake, Manistee, Mason, Mecosta, Missaukee, Newaygo, Oceana, and Wexford Counties

### Restaurant Ownership Change Application

Please complete this application thoroughly. An Environmental Health Sanitarian will review this application to determine if the existing restaurant (equipment, amount of refrigeration, hot water capacity, storage space, hand wash facilities, etc.) can accommodate the proposed new restaurant.

**Note:**

- A Plan Review may be required. A determination will be made after consultation and/or review of the establishment's file.
- The local township and/or building department may also need to be contacted for approval to open.
- A Pre-opening Inspection will be required prior to opening. You will be contacted by an Environmental Health Sanitarian to schedule this inspection.

#### Restaurant Information

Current Restaurant Name

Proposed Restaurant Name

Street Address

City

Zip

Proposed Open Date

Water Supply

Municipal

Well

#### New Owner

Name

Phone

Email

#### Planned Changes *(attach additional pages as necessary)*

Menu

Building

Equipment

#### Office Use Only

#### Receipt

Return application to Plan Review Specialist once following are received and facility is approved to open:

Proposed Menu

SOP's

Manager Certification Certificates

Allergen Training Certification - *if applicable*

Application and Fees

Type II Well Ownership Form - *if applicable*