

## Ashtabula County Health Department

12 West Jefferson Street  
Jefferson, Ohio 44047-1096  
(440) 576-6010

### FOOD SERVICE/FOOD ESTABLISHMENT OPERATIONS

Chapter 3717 of the Ohio Revised Code requires that all food service operators and food establishment operators obtain a food service license prior to the preparing, serving, or retailing of food in the State of Ohio and in Ashtabula County.

Food service and food establishments may include:

1. Mobile food service/food establishment operations.
2. Temporary food service/food establishments
3. Seasonal food service/food establishments
4. Permanent food service/food establishment operations
  - Mobile food service/food establishment operations generally involve food service operations that are movable and that routinely change location. Mobile food service operations are frequently found at fairs and festivals.
  - Temporary food service operations include food service and food establishment operations, other than mobile food service/food establishment operations, that are operated at an event for not more than five consecutive days. Temporary food service/food establishment operations are often found at fairs and festivals.
  - Seasonal food service operations include food service operations operated for not more than six months in a licensing period.
  - Permanent food service/food establishments operate more than six months in a licensing period.

Food service/food establishment operators must complete a license application obtained from the Ashtabula County Health Department. Food service/food establishment operators must submit a kitchen layout and their menu before the Ashtabula County Health Department can issue a food service license. Equipment, hot and cold food holding facilities, water, wastewater, and plumbing requirements must be met by each applicant before the Ashtabula County Health Department can issue a food service/food establishment license (see examples of temporary and mobile food service/food establishment floor plans).

**Equal Provider of Services  
Equal Opportunity Employer**

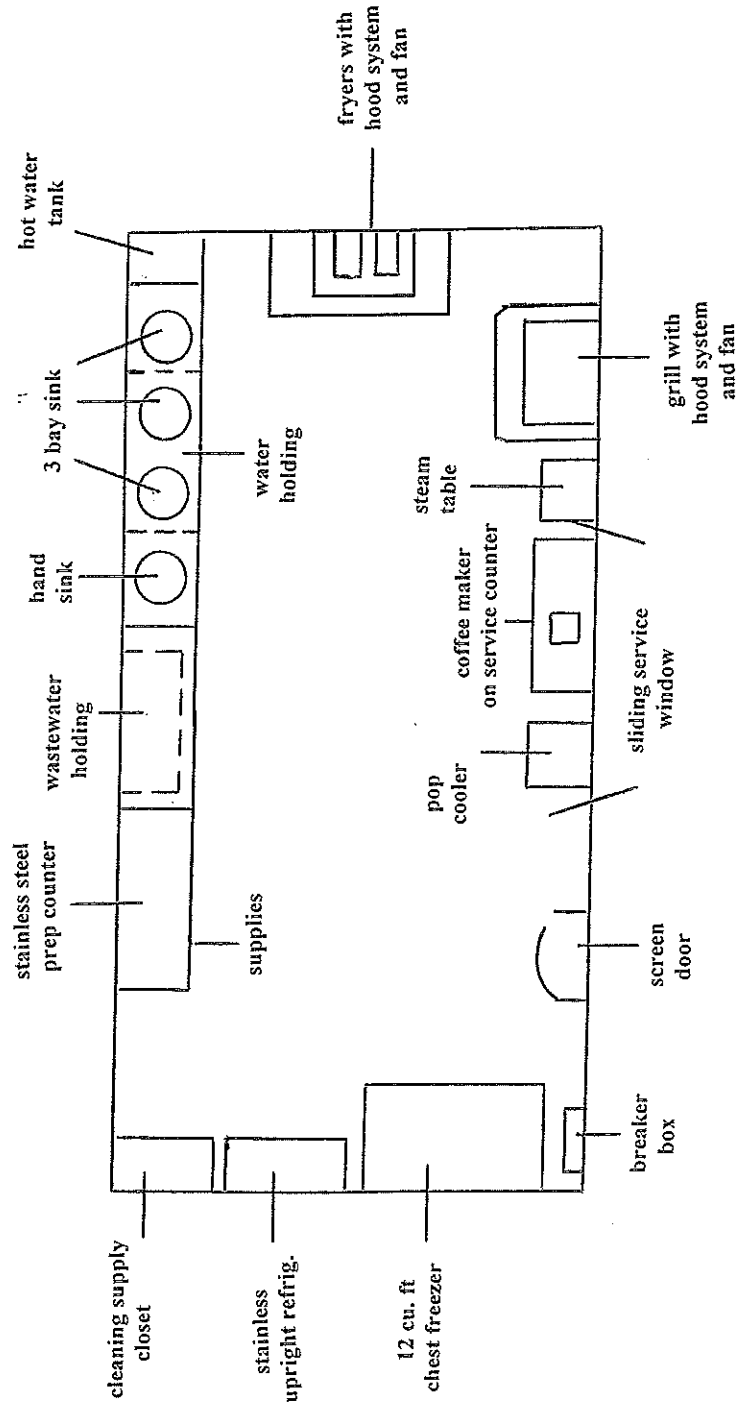
The food service inspector can usually be reached between 8:00 a.m. and 10:00 a.m. weekdays at 576-6010 (option 5).

Prospective food service/food establishment operators should submit their applications and food service/food establishment plans to the Ashtabula County Health Department at least two weeks in advance of the event in which they plan to prepare and sell food.

Prospective food service/food establishment operators must consult with the plumbing unit of the Ashtabula County Health Department (576-6010 option 5). In addition, prospective food service/food establishment operators need to contact the Ashtabula County Building Department at 576-3737 to determine if building and electrical permits are needed to obtain a food service license.

For more information on food service licenses and plumbing permits, contact the Ashtabula County Health Department between 8:00 a.m. and 4:30 p.m. weekdays.

# EXAMPLE OF FLOOR PLAN FOR A MOBILE FOOD SERVICE OPERATION

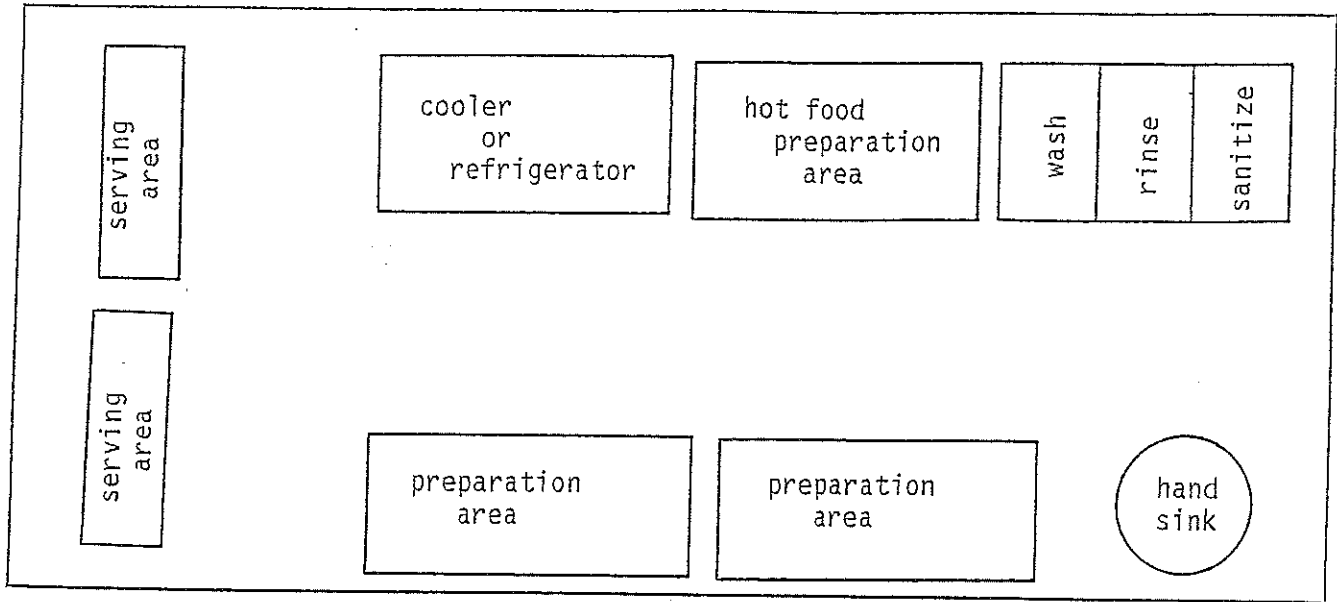


## MENU:

- coffee
- canned pop
- fried mushrooms
- cheese stix
- curly fries
- hot dogs
- kielbasa & kraut
- cheese steaks

ABC Concessions No. 3

## Example of floor plan



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**BELOW MAKE A DETAILED DRAWING OF YOUR FLOOR PLAN AND INCLUDE MENU. SHOW ALL EQUIPMENT, SUPPORT FACILITIES AND SERVING AREAS.**