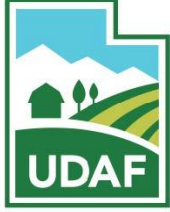


Retail Food Establishment Plan Review Application	Division of Regulatory Services 4315 S 2700 W, TSOB South Bldg., Floor 2 Taylorsville, UT 84129-2128 Phone: (801) 982-2252; Fax: (385) 465-6023 udaf-planreview@utah.gov https://ag.utah.gov/	Utah Department of Agriculture and Food 
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Establishment Information	
Current Customer Number: <i>If applicable</i>	
Business Legal Name: <small>Please indicate any DBAs</small>	
Business Physical Address: <small>Including City, State, and Zip Code</small>	
Business Billing Address: <small>Including City, State, and Zip Code</small>	
Business Billing Phone Number:	
Business Billing Email Address:	
Owner Name & Title and/or Corporation Name:	
Owner and/or Corporation Mailing Address: <small>Including City, State, and Zip Code</small>	
Owner and/or Corporation Phone Number:	
Owner and/or Corporation Email Address:	
Applicant Name & Title:	
Applicant Phone Number:	
Applicant Email Address:	
Owner is: Association Corporation Individual Partnership Other: _____ <small>If applicable, include names, titles & addresses of relevant persons</small> _____ _____	
Estimated Date Construction Will Begin:	Estimated Opening Date or Date Changes will take Effect:
Total square footage: <small>All areas in the facility</small>	Inspectable square footage: <small>Minus office area</small>

Establishment Type

Check all that apply

	Retail Food Establishment Primarily direct to consumer from this location (storefront, special order pick-up)		Commissary Kitchen (LOA - Rented or shared kitchen) Must include LOA Authorization Agreement Commissary Name:
	Mobile Unit		Vending Machine(s) Water or food Number of machines:
	Farmer's Market Fill out pages 1, 2 & 5		Pre-packaged Foods Only No open packages and no processing or repackaging occurs
	Other:		

Application Type

	New Establishment		Remodel/Expansion/Alteration of Existing Establishment
	Change of Location		Significant Change in Process/Equipment
	Change of Ownership		

Dates & Times of Operation

Mon. – Fri.:	Sat. – Sun.:
Year Round: Yes No	Seasonal: Yes No
	If seasonal, estimated dates:

1. Does your firm manufacture, process, package, hold and/or sell cannabis or cannabis-derived products, including cannabidiol (CBD)? Yes No

2. Does your firm manufacture, process, package, hold, label and/or sell kratom or kratom-derived products (Mitragyna speciosa)? Yes No

**Note: The Utah Department of Agriculture and Food incorporates by reference Title 21 CFR Part 111, Current Good Manufacturing Practice in Manufacturing, Packaging, Labeling or Holding Operations for Dietary Supplements, for establishments engaged in manufacturing, processing, packaging, holding, labeling and/or selling cannabis or cannabis-derived and/or kratom or kratom-derived products.*

Processing Methods:

Please check each applicable category

	Cold holding / storage (refrigeration / freezing)		Smoking (as a method of food preservation, not flavor) */**
	Cooking (grill, bake, fry, boil) of raw animal products		Curing Food */**
	Thawing		Using food additives (method of food preservation / render food non-TCS) */**
	Hot holding		Operating a molluscan shellfish life-support system tank */**
	Reheating (products that were prepared and cooled)		Custom processing animals for personal use */**
	Cooling		Sprouting seeds or beans */**
	Extended shelf life (expiration date of product past 7 days)		Packaging TCS food using a reduced oxygen packaging method (vacuum sealing) *
	Juice (treated or pasteurized or not treated)		Modifying the food to render shelf stable */**
	Parasite destruction / record keeping (sushi, sashimi, ceviche)		Time as a public health control (in lieu of temperature control) ***
	Re-packaging		Transportation / delivery of food ***
	Pre-packaged food only (no processing or preparation)		Fermentation */**

Other:

TCS: Time/Temperature Control for Safety Foods (a product that requires time and/or temperature control to ensure food safety).

*A properly prepared Hazard Analysis and Critical Control Point (HACCP) plan must be submitted for validation and approval before engaging in this process.

** A variance from UDAF as specified in the FDA Food Code must be obtained before engaging in this activity.

*** Written Standard Operating Procedures (SOP's) are required before engaging in this control method.

Interior Finish Schedule (Materials)	
<p align="center">Floors</p> <p align="center"><i>All floor/wall junctures in the kitchen, food service areas, food storage areas, warewashing areas and bathrooms must be covered (i.e. sealed concrete, tile, vinyl, etc.)</i></p>	
Food Production Area(s)	
Toilet Room(s)	
Food Storage Area(s)	
Ware Washing Area(s)	
<p align="center">Walls</p> <p align="center"><i>Walls must be smooth, easily cleanable, durable and non-absorbent (i.e. FRP, stainless steel, painted drywall, etc.)</i></p>	
Food Production Area(s)	
Toilet Room(s) Toilet room doors shall be self-closing	
Food Storage Area(s)	
Ware Washing Area(s)	
Coving Type	
<p align="center">Ceilings</p> <p align="center"><i>Ceilings must be smooth, easily cleanable and nonporous - No open rafters or exposed pipes in production areas (i.e. FRP, etc.)</i></p>	
Food Production Area(s)	
Toilet Room(s)	
Food Storage Area(s)	
Ware Washing Area(s)	

Required Attachments

	Floor plan including entrances and exits; plumbing and sinks; equipment locations; toilet rooms; and food storage and preparation areas
	Menu with recipes including ingredients, allergens, packaging methods, and intended consumers for each product produced (products may be grouped into categories if appropriate)
	Representative sample of finished product labeling
	Specialized equipment specification sheets (<i>if applicable</i>)
	Validation studies for specialized processing methods and/or extended product shelf life (<i>if applicable</i>)
	For significant changes in processes and/or equipment - Include a summary of changes and any applicable SOPs or specification sheets (<i>if applicable</i>)

The owner/operator is responsible for submitting all Hazard Analysis and Critical Control Points (HACCP) plans, variance requests, and written standard operating procedures **before** engaging in a specialized processing method. Incomplete information may result in processing delays.

This form and the provisions therein must be submitted to the Support Services Staff at udaf-planreview@utah.gov. Submitting this food establishment plan review application does not constitute an authorization from the Utah Department of Agriculture and Food to operate a food establishment. Plans will not be reviewed until payment is received. Plan review fees are non-refundable and non-transferable.

STATEMENT: I hereby certify that the above information is correct, and I fully understand that any deviation from the above without prior permission from the Utah Department of Agriculture and Food may delay final approval.

Printed Name: _____
Legal Agent and/or Owner

Signature: _____
Legal Agent and/or Owner

Date: ____ / ____ / ____