

**2026 Application for a License to Conduct a:** (check only one)  Food Service Operation  
 Retail Food Establishment

**Instructions:**

1. Complete the applicable section. (Make any corrections, if necessary.)
2. Sign and date the application.
3. Make a check or money order payable to: **"CCCHD"**
4. Return check and signed application to:

**CLARK COUNTY COMBINED HEALTH DISTRICT  
 FOOD SAFETY PROGRAM  
 529 E. HOME ROAD  
 SPRINGFIELD, OH 45503**

ON RENEWAL APPLICATIONS ONLY--THERE IS A MANDATORY PENALTY FEE OF 25% OF THE RENEWAL FEE FOR OPERATING A FOOD SERVICE OPERATION OR RETAIL FOOD ESTABLISHMENT AFTER THE DEADLINE (CHAPTER 3717 OF THE OHIO REVISED CODE).

Before license application can be processed, the application must be completed and the indicated fee submitted. Failure to complete this application and remit the proper fee will result in not issuing/renewing a license. This action is governed by Ohio Revised Code 3717.

Name of Facility		Name of License Holder	
Address		E-mail Address	
City		State	Zip
Phone # (____) _____	Fax # (____) _____	Check if Applicable <input type="checkbox"/> Catering <input type="checkbox"/> Seasonal	
WATER SOURCE INFORMATION (Please check the appropriate box regarding facility's water source): <input type="checkbox"/> Public Water (City or County Utilities) Please specify: _____ <input type="checkbox"/> Private Well or Other Water System <input type="checkbox"/> Ohio EPA Public Water System (Please provide ID Number, if known): _____			
Name of Individual(s) certified in Food Protection and Certificate Number(s) (use additional sheet(s) if necessary)			

**Mailing Address for Annual Renewal, if Different than above:**

Name of Parent Company or Owner		Phone # (____) _____	
Address		E-mail Address	
City		State	Zip
<i>I hereby certify that I am the license holder, or the authorized representative, of the food service operation or retail food establishment indicated above:</i>			
Signature	Date		

**Licensor to complete below**

Category			
PLEASE CONTACT THE HEALTH DEPARTMENT FOR SPECIFIC FOOD LICENSING INFORMATION			
License Fee	+ Late Fee (if applicable)	+ State Amount	= Total Amount Due
		\$28.00	

Application approved for license and certified as required by Chapter 3717 of the Ohio Revised Code.

By	Date	Audit No.	License No.
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