APPLICATION FOR FOOD PROCESSING OR STORAGE LICENSE

Kansas Department of Agriculture
Food Safety & Lodging
1320 Research Park Drive 2nd Floor Manhattan, KS 66502
(785) 564-6767
www.agriculture.ks.gov/fsl

ESTABLISHMENT INFORMATION

Establishment Name: ____________________________ Phone: ______________
Establishment Address: ____________________________ Fax: ______________
City, State, Zip Code: ____________________________ County: ____________
Effective Date of Operation: ____/____/____ Email address (for renewals): ____________________________

OWNERSHIP INFORMATION

(READ CAREFULLY: Please list corporation, partnership, partners or individual owner)

Legal Ownership: ____________________________________________________________
☐ Individual / Sole Proprietor ☐ Partnership (LLP / LP)* ☐ Corporation (Corp. / Inc.)* ☐ LLC*

* Is ownership registered with the Kansas Secretary of State? ☐ No ☐ Yes--Business Entity ID #: ____________________________
To register with the Secretary of State go to www.kssos.org or call 785-296-4564 to register your ownership in KS

* Federal Tax ID #: ______________________________________

Contact Person: __________________________________________________________ Phone: ______________________

Mail License and Renewal To: ☐ Establishment ☐ Optional Address

OPTIONAL MAILING ADDRESS

Mail to Name: __________________________________________________________
Mailing Address: _______________________________________________________
City, State, Zip Code: __________________________________________________

******************************************************************************
I agree as a condition to the granting of a license to comply with and abide by all the terms of the Kansas Food, Drug and Cosmetic Act and the rules and regulations prescribed thereunder. I declare the above statements are true, complete and accurate to the best of my knowledge.

_______________________/_______/_______
Signature
Date

Printed Name

Title

For Office Use Only

Inspector: ______________________________________________________
Inspection Date: ____/____/____
Task Assigned: ____/____/____

For Office Use Only

License # ______________________
Date Issued: ____/____/____ Initials: __________
A separate application and fees will need to be submitted for each location needing a license.
NOTE:  ALL new applications require an application fee and a license fee.

All licenses run April 1st to March 31st.

Make checks payable to: Kansas Department of Agriculture or KDA


Please mark the appropriate box below. This will be verified during initial inspection.

1. Food Processing Plant: Manufacturing, preparing, packaging or labeling includes cooking, canning, extracting, extruding, fermenting, distilling, pickling, freezing, baking, drying, smoking, grading, cutting, mixing, coating, stuffing, packing, bottling, packaging, or any treatment or preservation process; the receipt and salvaging of distressed food for sale or distribution to other business entities such as food establishments, food warehouses and other food processing plants.

<table>
<thead>
<tr>
<th>Area of Food Processing Plant</th>
<th>Fee</th>
<th>License Fee</th>
<th>Total Fee Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 1,000 square feet</td>
<td>$175.00</td>
<td>$150.00 (PR1)</td>
<td>$325.00 (PN1)</td>
</tr>
<tr>
<td>1,000 to 5,000 square feet</td>
<td>$200.00</td>
<td>$200.00 (PR2)</td>
<td>$400.00 (PN2)</td>
</tr>
<tr>
<td>5,001 to 10,000 square feet</td>
<td>$250.00</td>
<td>$275.00 (PR3)</td>
<td>$525.00 (PN3)</td>
</tr>
<tr>
<td>10,001 to 50,000 square feet</td>
<td>$300.00</td>
<td>$325.00 (PR4)</td>
<td>$625.00 (PN4)</td>
</tr>
<tr>
<td>more than 50,000 square feet</td>
<td>$350.00</td>
<td>$400.00 (PR5)</td>
<td>$750.00 (PN5)</td>
</tr>
</tbody>
</table>

Please check the box(s) that describes the primary type(s) of business that you operate within the facility:

- Food Manufacturer
- Mill/Elevator
- Soft Drink/Soda Bottling Plant
- Winery
- Brewery
- Food Repacker
- Bottled Water
- Pet Food Manufacturer
- Meat Processor
- Food Salvor
- Ice Plant
- Cider Mill
- Sprouter
- Fruit and Vegetable Market
- Other ______________________ (Please Specify)

2. Food Storage Facility: Storing includes any premises, establishment, building, room area, facility, or place, in whole or in part, where food is stored, kept, or held, regardless of whether the food is temperature controlled, for distribution to other wholesalers, to retail food stores, food service establishments, or any other facility which sells or distributes to the ultimate consumer.

<table>
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<th>Fee</th>
<th>License Fee</th>
<th>Total Fee Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 1,000 square feet</td>
<td>$150.00</td>
<td>$160.00 (WR1)</td>
<td>$310.00 (WN1)</td>
</tr>
<tr>
<td>1,000 to 5,000 square feet</td>
<td>$200.00</td>
<td>$175.00 (WR2)</td>
<td>$375.00 (WN2)</td>
</tr>
<tr>
<td>5,001 to 10,000 square feet</td>
<td>$250.00</td>
<td>$250.00 (WR3)</td>
<td>$500.00 (WN3)</td>
</tr>
<tr>
<td>10,001 to 50,000 square feet</td>
<td>$300.00</td>
<td>$300.00 (WR4)</td>
<td>$600.00 (WN4)</td>
</tr>
<tr>
<td>more than 50,000 square feet</td>
<td>$350.00</td>
<td>$350.00 (WR5)</td>
<td>$700.00 (WN5)</td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>PN1</th>
<th>PN2</th>
<th>PN3</th>
<th>PN4</th>
<th>PN5</th>
</tr>
</thead>
<tbody>
<tr>
<td>WN1</td>
<td>WN2</td>
<td>WN3</td>
<td>WN4</td>
<td>WN5</td>
</tr>
</tbody>
</table>

CK  CC  MO  Cashier  Elec Check  Cash
Number ______________________ Transaction # ______________________ Amount $ ____________

Revised June 15, 2018