

# Not For Profit Registration

TO OPERATE A  
TEMPORARY FOOD  
SERVICE ESTABLISHMENT

Washington County Health Department  
806 Martinsburg Rd. Suite 100  
Salem, IN 47167  
Phone: 812-883-5603 ext. 2003  
Fax: 812-883-5017

Not for Profit Tax  
Registration: \_\_\_\_\_

**COPY OF CERTIFICATE  
MUST BE ATTACHED OR  
ON FILE AT HEALTH DEPT.**

NAME OF ORGANIZATION: \_\_\_\_\_

PROPOSED LOCATION/EVENT: \_\_\_\_\_

CITY/VILLAGE: \_\_\_\_\_

COUNTY: \_\_\_\_\_

LOCAL PHONE NO.: \_\_\_\_\_

PROPOSED DATE(S) OF OPERATION: \_\_\_\_\_

LIST ALL FOODS AND BEVERAGES OFFERED TO THE PUBLIC:  
\_\_\_\_\_  
\_\_\_\_\_

OWNER'S NAME/CONTACT PERSON: \_\_\_\_\_

ORGANIZATION'S LOCAL ADDRESS: \_\_\_\_\_

*I hereby certify that the foregoing  
Information is accurate and complete*

Fax Number: \_\_\_\_\_  
(Required to fax signed copy back to you)

**Signature of Owner or Authorized Agent :** \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Date: \_\_\_\_\_

Not for profit organizations are exempt from specific requirements of IC 16-42-5 provided they (1) not operate more than 15 days per year, (2) members of the organization prepare the food, (3) the name of each member who has prepared a food item is attached to the container in which the food item has been placed. The Washington County Health Department recommends that all requirements appropriate to your event be in compliance to avoid the potential for foodborne illness. Environmentalists are available to answer your food service questions by calling 812-883-5603 between 8:00 am and 4:00 pm. weekdays.

**DO NOT WRITE BELOW THIS LINE**

SIGNATURE OF HEALTH DEPARTMENT REPRESENTATIVE: \_\_\_\_\_

Date: \_\_\_\_\_

THIS SPACE FOR LOCAL HEALTH DEPT. USE:

Signed copy given to applicant: \_\_\_\_\_  
(Date)

Picked  
Up

Faxed

Mailed

By: \_\_\_\_\_  
(initials)