

# Foodservice Facility-Change of Owner Waiver

	BRHD Local Environmental Health Offices	Phone	FAX
	Charlottesville/Albemarle, 1138 Rose Hill Drive, Charlottesville, VA 22903	434-972-6219	434-972-4310
Fluvanna County, Route 15, County Office Bldg., PO Box 136, 132 Main Street, Palmyra, VA 22963	434-591-1965	434-591-1966	
Greene County, 50 Stanard Street, PO Box 38, Stanardsville, VA 22973	434-985-2262	434-985-4822	
Louisa County, 101 Woolfolk Avenue, Suite 203 Louisa, VA 23093	540-967-3707	540-987-3733	
Nelson County, 1645 Thomas Nelson Highway, Arrington, VA 22922	434-263-4297	434-263-4304	

When there will be **NO Changes to the facility, equipment or menu, the operator only needs to submit a completed foodservice permit application and pay the \$40 fee.** This means:

1. There will be no physical changes made to the building or interior, such as plumbing, electrical, construction of the building.
2. The menu will be the same including how food is processed and anticipated volume (maximum number of meals/day).
3. The equipment will stay the same unless you are replacing existing equipment.

If any of the changes noted above have occurred, you are required to submit a plan review application along with a \$40 processing fee. This is in addition to your Foodservice Permit Application and it's corresponding \$40 fee.

Date Ownership Changes: \_\_\_\_\_

**Current Name of the Foodservice Operation:**

\_\_\_\_\_

Physical Address of operation: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Is the Name of foodservice operation changing? Yes \_\_\_ or No \_\_\_

If yes, **new name of foodservice operation?** \_\_\_\_\_

The New Owner or entity holding ownership: \_\_\_\_\_

Email address of new owner: \_\_\_\_\_

Signature of New Owner/Operator\*: \_\_\_\_\_

Today's Date: \_\_\_\_\_

\*If the ownership is held in the name of a corporation, limited liability corporations, partnership or other legal entity, the person who signs this waiver must be an employee or officer within an organization who are legally authorized to sign documents and approve official documents.