



Springfield-Greene County  
Health Department  
*Helping people live longer, healthier, happier lives*

## **Food Service Permit Fees**

On June 16, 2008, Springfield City Council approved new fee schedules for all municipal services, including an annual food establishment permit fee (Council Bill No. 2008-153). The food permit fee covers a portion of the cost of conducting an inspection. It is calculated by the City's finance department based on the average time needed to perform an inspection.

On October 27, 2008, City Council amended the City Code to modify the City's food establishment criteria to make it consistent with the Missouri Food Code and to define the annual food establishment permit fee structure (Council Bill No. 2008-310).

The fees were further adjusted in 2009 at the beginning of the new City fiscal year. Existing food establishments will not notice a change in fees until they are billed for a 2010 permit. Fees for new food establishments that open after July 1, 2009 will be prorated based on the 2009 fee schedule.

Food service establishments will be evaluated using the Public Health Priority Assessment form developed by the Missouri Department of Health, which scores each food establishment based on:

- Previous inspection history
- Types of foods served
- Number of steps involved in food preparation (cooking, holding, cooling, reheating)
- Foods served from a buffet
- Number of meals served per day
- Critical population served

The tool will help health department staff determine if an establishment is High, Medium or Low Priority.

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**HIGH PRIORITY ESTABLISHMENTS:**

Most Food Service Establishments preparing potentially hazardous foods from a raw state fall into this category

Example: raw chicken, beef, seafood, sushi, barbecue, breaded meats, refried beans

Frequency of inspection will increase to a minimum of three inspections annually, plus a reinspection after each inspection, if necessary

Permits will be issued beginning January 1, 2009 and will expire December 31, 2009. Permits must be renewed annually. The cost of a food service establishment permit in the High Priority category is **\$374.**

**MEDIUM PRIORITY ESTABLISHMENTS:**

Most Food Service Establishments preparing commercially prepared potentially hazardous foods will fall into this category

Example: pre-cooked pizza toppings, pre-cooked meatballs held hot, deli meats

Frequency of inspection will remain at a minimum of two per year plus a reinspection after each inspection, if necessary

Permits will be issued beginning January 1, 2009 and will expire December 31, 2009. Permits must be renewed annually. The cost of a food service establishment permit in the Medium Priority category is **\$201.**

**LOW PRIORITY ESTABLISHMENTS:**

Most Food Service Establishments serving non-potentially hazardous ready-to-eat foods will fall into this category

Example: popcorn, soda, nachos, alcoholic drinks

Frequency of inspections will decrease to a minimum of one per year plus a reinspection, if necessary

Permits will be issued beginning January 1, 2009 and will expire December 31, 2009. Permits must be renewed annually. The cost of a food service establishment permit in the Low Priority category is **\$87.**

**Your category status could change based on your menu and methods of preparation. This will be evaluated on an annual basis.**

In addition, Temporary Food Vendors will need to pay a fee of \$31.00 per event, and Mobile Unit vendors will need to pay a fee of \$87.00 per six months of operation.

For more information, call the health department's food inspection division at (417) 864-1424.