



RANDY C. LEWIS  
MAYOR

CITY COUNCIL  
Kendalyn Harris  
Richard Higginson  
Beth Holbrook  
John Marc Knight  
John S. Pitt

CITY MANAGER  
Gary R. Hill

## FOOD TRUCK/CART

### ATTACHMENTS

<input type="checkbox"/>	Land Use Ordinance 14-17-109 - 14-17-117
<input type="checkbox"/>	Food Truck/Cart Business License Application
<input type="checkbox"/>	Fire Inspection Report
<input type="checkbox"/>	Davis County Health Department Use Information
<input type="checkbox"/>	Utah.gov Phone/Address Information

### BOUNTIFUL CITY WILL NEED THE FOLLOWING BEFORE THE CITY BUSINESS LICENSE IS ISSUED:

<b>FEES:</b>	\$50.00 per year for Commerical License \$25 + \$1.00 per day (max. 120 days up to \$125 per year) for Temp license (Snow Cone Carts).
<b>CITY FORM:</b>	Food Truck Business License Application - Submit to Bountiful City
<b>BUSINESS NAME:</b>	Name Registration Certificate (Utah.gov) - Submit to Bountiful City
<b>SITE PLAN/PERMISSION:</b>	Site Plan and Letter of Permission from property owner.
<b>HEALTH APPROVAL:</b>	Copies of all Food Handler permits and copy of Davis County Board of Health certificate for the approval of the truck/cart.
<b>FIRE APPROVAL:</b>	Fire Inspection Approval* - Submit to Bountiful City

STEPS	✓	FORMS/APPROVAL
1		* <b>Fire Inspection PRE-APPROVAL</b> for truck or cart safety design requirements. South Davis Metro Fire (801)-677-8109 Todd Smith 801-510-0017 (cell) or tsmith@sdmetrofire.org Vanessa Deem 801-604-2406 or vdeem@sdmetrofire.org <b>OR</b> Call Bountiful City Planning Dept to schedule appt time (801) 298-6190
2		<b>Letter of Permission</b> from property owner.
3		<b>Site Plan</b> , location of temporary business on property (Hand written drawing to scale is acceptable)
4		Approval from the <b>Davis County Board of Health</b> for all food carts, trailers, trucks, commissary, and food handlers permits. 22 S. State, Clearfield, UT 801-525-5000
5		<b>Business Name</b> Registered with Utah.gov at the Department of Corporations
6		<b>Bountiful City Commercial or Temporary Business License Form</b> with fee.
7		* <b>Fire Inspection FINAL APPROVAL.</b> South Davis Metro Fire (801)-677-8109 Todd Smith 801-510-0017 (cell) or tsmith@sdmetrofire.org Vanessa Deem 801-604-2406 (cell) or vdeem@sdmetrofire.org <b>OR</b> Call Bountiful City Planning Dept to schedule appt time (801) 298-6190



For Office Use Only	
Date Rec'd _____	Approvals:
	Planning _____
	Fire _____
Calendar Year _____	Health _____

**LICENSE FEE: \$50.00**

## FOOD TRUCK APPLICATION

1. Name of Business \_\_\_\_\_ Date \_\_\_\_\_  
*(If corporation, list principal officers on reverse side)*

2. Utah Sales Tax # \_\_\_\_\_ Federal Tax # \_\_\_\_\_

3. Bountiful Business Address \_\_\_\_\_  
 Telephone # \_\_\_\_\_ Cell # \_\_\_\_\_  
 Mailing Address \_\_\_\_\_  
 City & State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Type of Food Truck \_\_\_\_\_  
 Email Address \_\_\_\_\_

4. Owner's Name and Home Address

Name _____	Name _____
Street _____	Street _____
City & State _____	City & State _____
Zip Code _____ Telephone # _____	Zip Code _____ Telephone # _____

5. License Fees: <i>(Check, Cash or Credit Card – except American Express)</i>	
BASE FEE.....	\$ 50.00

I declare that the information set forth herein (or attached) is true and correct to the best of my knowledge and belief.

Signature of Applicant \_\_\_\_\_ Title \_\_\_\_\_

(Use other side for additional comments or information)

#### **14-17-109 REQUIRED INFORMATION AND PLANS**

All applications for a temporary or seasonal use shall include the following:

- A. A concise statement describing the proposed use or event, including the purpose, type of Merchandise involved, dates and times of operation, number of employees involved, provisions for on-site security, provision for on-site parking, and other pertinent information necessary to adequately evaluate the application.
- B. A copy of a site plan drawn to a standard scale which is no greater than 1" = 20', which accurately represents the proposed use of the site, including existing buildings, entrances, exits, parking areas, driveways, utilities, and the location of any proposed temporary structures such as tents, stand or signs. Depending upon the size and scope of the proposed use, the Planning Director or approving authority may require that the site plan be prepared by a licensed Engineer, Surveyor, Architect, or Landscape Architect.

#### **14-17-110 ADMINISTRATIVE REVIEW PROCESS FOR TEMPORARY USES**

The following shall apply to the review and approval of specific temporary uses:

- A. The following temporary uses may be reviewed and approved by the Planning Director:
  - 1. Christmas tree lots;
  - 2. Construction trailers;
  - 3. Fireworks stands;
  - 4. Model homes and model home shows;
  - 5. Warehouse sales;
  - 6. Other retail sales;
- B. The Planning Director shall review the application and related materials and shall determine whether or not the proposal is in compliance with all applicable codes, ordinances, and specific standards for temporary uses as set forth herein. The Planning Director may request that the City Engineer, Police Chief, and Fire Chief review and comment on applications where traffic control may be a significant issues. The Planning Director may also evaluate the application and request review and comments from the County Board of Health and/or other Health related agencies.
- C. A written permit shall be issued to the applicant after a determination of compliance has been made. Reasonable, specific conditions to assure compliance may be attached to the permit to assure compliance or to deal with circumstances related to neighboring uses, geography, etc.
- D. An application may be denied if the Planning Director determines that the proposal does not comply with the standards established herein or that the public health, safety, or welfare may be impaired by issuance of a permit. Denial of the application shall be communicated to the applicant in writing and shall state the reasons for denial.
- E. An appeal of any determination of the Planning Director may be made to the Planning Commission. Such appeal shall be filed with the Planning Department within ten (10) working days after a final determination by the Planner Director, stating the specific reason why the determination should be reversed or modified.

#### **14-17-111 ADMINISTRATIVE COMMITTEE REVIEW OF TEMPORARY AND SEASONAL USES**

The following temporary and seasonal uses require Administrative Committee approval and a public hearing:

- A. Fairs, carnivals, rodeos, live entertainment, etc.
- B. Promotional events
- C. Swap meets
- D. Trailers intended for temporary offices or sales
- E. All seasonal use permits
- F. Other uses which due to unusual circumstances the Planning Director deems necessary for special review.

#### **14-17-112 SEASONAL PERMITS**

A seasonal use permit may be issued instead of a temporary use permit for temporary uses that reoccur each year for a definite period and which occupy the same location and configuration. The permit may be issued for a maximum of six (6) months, which may be divided into two equal or unequal periods. A seasonal use permit may be issued for a maximum of five (5) years, however, any change in location, ownership, or operation shall render the permit void. A seasonal use must obtain/renew a Bountiful Business License each year.

#### **14-17-113 GENERAL STANDARDS FOR TEMPORARY AND SEASONAL USES**

The following regulations establish the time, place, and manner in which uses that are temporary or seasonal in nature may occur. A temporary or seasonal use has no inherent rights within the zone in which it may be located, other than the terms and conditions of an approved permit, and the City may deny a proposed temporary or seasonal use for non-compliance with this Title. Temporary and seasonal uses are not permitted or conditional uses, although the City may follow the same public hearing or noticing process. Temporary uses shall not exceed one hundred twenty (120) continuous days in length and shall not involve the erection of any substantial structure or require any other permanent commitment of the land, except as specifically set forth in this chapter. All temporary and seasonal uses shall comply with the following:

- A. The nature and intensity of the proposed use and the size and location of any temporary structures shall be planned so as to be compatible with existing development and uses in the area.
- B. Permanent changes to the site are prohibited, except that seasonal uses may install underground utility lines with the approval of the Building Department. When the use ends, the applicant shall restore the site to its original condition, including such clean up, washing, and replacement of facilities as may be necessary, or, if applicable, shall complete site improvements according to the approved site development plan.
- C. Tents, stands, trailers, mobile equipment, and other similar temporary structures may be utilized provided they are clearly identified on the submitted plan and it is determined by the Planning Director that they will not impair the parking capacity, emergency access, or safe and efficient movement of pedestrian and vehicular traffic on or off the site.
- D. Temporary buildings or structures shall conform to all area and setback requirements established for permanent buildings or structures for the zoning district in which the use is proposed. Temporary buildings or structures shall not be located in landscaped areas unless approved by the Administrative Committee and shall be located in a manner that minimizes traffic impacts.
- E. Temporary uses which do not include buildings or structures may be conducted within a required yard provided the area is paved and the activity does not interfere with parking, traffic circulation, or emergency vehicle access.

F. Parking Standards:

1. Temporary parking areas may be allowed only during construction on a site. They must be removed, and the land restored to its original condition, prior to the issuance of a certificate of occupancy for the construction.
2. Adequate off-street parking for the proposed event shall be provided for the duration of the event. Determination of compliance with this requirement shall be made by the Planning Director who shall consider the nature of the event and the applicable parking standards of this Ordinance. Consideration shall be given to the parking needs and requirements of permanent occupants of the site.
3. Temporary uses shall not reduce required parking spaces below the minimum required for the permanent uses existing on the site.
4. Parking areas for the proposed use shall be surfaced with asphalt, concrete, gravel or other surface acceptable to the Planning Director.

G. Permanent signs are prohibited. The size and location of signs shall be shown on the site plan and approved by the Planning Director as part of the application approval. All signs shall be removed when the activity ends.

H. No loudspeakers or other amplifying sound devices shall be used in conjunction with a temporary use unless specifically approved by the Planning Director.

I. Outdoor lighting, if used, shall be subdued. All lighting shall be designed, located, and directed so as to eliminate glare and minimize reflection of light into neighboring properties. Searchlights shall not be permitted.

J. Temporary uses on sites where the primary use is a conditional use shall not violate the conditions of approval for the primary use.

K. The applicant shall provide to the Planning Director proof of liability insurance for the requested use if necessary. This proof shall be submitted with the application.

L. These provisions shall not be construed to exempt the operator from complying with applicable Building Codes, Health Codes, or permit requirements established by other regulatory agencies or departments.

**14-17-114 USES, SPECIFIC STANDARDS, AND TIME LIMITS**

A. Residential Zones. Temporary uses in single-family and multiple-family residential zones shall comply with the general standards, and are limited to the uses specified below:

1. Hours of operation shall be limited to the hours between 8:00 a.m. and 8:00 p.m.
2. Temporary sales offices shall be located in the subdivision where lots are being sold or in the apartment complex or planned unit development where units are being sold or leased.
3. Temporary sales offices in trailers. Temporary sales offices located in a trailer or other portable structure for the sale or lease of property in a subdivision, an apartment complex, or planned unit development is prohibited.
4. Temporary sales offices in a model home or unit for the sale or lease of property in a subdivision, apartment complex, or planned unit development may be used until the last lot or unit in the development is sold and closed. If the office is located in the area of the home intended for a garage, any alterations made to accommodate the office shall be removed, and the space shall be converted to the function as a garage upon termination of the temporary office.

5. Construction trailers incidental to a specific construction project may be located on the site of such a project. The trailer may remain for the duration of the project and shall be removed within thirty (30) days after substantial completion of the project. Storage of construction and related material and debris shall not be permitted in the public right-of-way. Temporary offices housed within construction trailers wherein a business or service for others is transacted are prohibited. Examples of such uses are Accountant, Architect, Insurance Sales, Medical and Dental, Real Estate Sales, etc.
  6. Fairs, carnivals, rodeos, live entertainment, and other major public gatherings and fund-raising events or promotional events may be permitted for up to three (3) consecutive days at a site with an existing public or quasi-public use. Two such events per sponsor may be permitted per calendar year.
- B. Commercial Zones. A temporary use in a commercial zone shall comply with the general standards set forth for the zone in which it is located, and shall be restricted to the uses and standards specified below:
1. Hours of Operation for temporary uses shall be established at the time the use is approved.

Christmas Tree Lots. A temporary use permit and business license shall be obtained for the display and open lot sales of Christmas trees except where such display and sales occurs within a permanent outdoor sales area which is incidental and accessory to an approved conditional or approved use. Christmas tree sales may occur only between Thanksgiving and Christmas Day. All unsold trees shall be removed from the property, and the property returned to its original condition, by December 31 of each calendar year. A cash bond may be required to insure performance of this requirement.
  3. Construction trailers. Construction trailers incidental to a specific construction project may be located on the site of such a project. The trailer may remain for the duration of the project and shall be removed within thirty (30) days after substantial completion of the project. Storage of construction and related material and debris shall not be permitted in the public right-of-way.
  4. Fairs, carnivals, and other major public gatherings. Fairs, carnivals, rodeos, live entertainment, and other major public gatherings and fund-raising events or promotional events may be permitted for up to three (3) consecutive days at a site with an existing public or quasi-public use. Two such events per sponsor may be permitted per calendar year.
  5. Fireworks Sales. Retail sales of fireworks are permitted subject to provisions of the Bountiful City Business Regulations and State Law. Duration of the fireworks stands shall be specified and approved by the Planning Director.
  6. Promotional events. Promotional events shall not exceed five (5) consecutive days per event, two (2) of which shall be a Saturday and Sunday. There shall be no more than two promotional events per calendar year per property.
  7. Seasonal Produce Stands Offering Produce and Plants not grown on the Premises. Stands selling produce and plants which are not grown on the premises may be permitted for up to two (2) consecutive weeks as a temporary use, or for the maximum allowed under a seasonal use. This category includes "Farmers Markets".

8. Swap meets. Swap meets shall not be permitted for more than three (3) consecutive days, and not more than four (4) times per year. If an applicant proposes such events more frequently, the swap meet shall be considered a permanent use which shall require conditional use approval and site plan approval prior to issuance of a business license.
9. Temporary office. A temporary office for a business for which a permanent building is being constructed on a site may be approved and occupied until an occupancy permit is issued for the permanent building or for six (6) months, whichever comes first. The temporary office shall be located on the same site as the future permanent building but shall not be moved onto the site until a building permit is issued for the permanent building. The Planning Director may renew a permit for a temporary office if the size and scope of the building requires a building construction schedule longer than the six (6) month period allowed.
10. Warehouse sales. Retail warehouse sales are allowed for up to five (5) consecutive days at any one time.

#### **14-17-115 TIME BETWEEN ACTIVITIES**

Except for construction trailers, temporary offices, and seasonal uses, the time between temporary activities shall be a minimum of five (5) times as long as the duration of the last event.

#### **14-17-116 EXEMPT USES**

The following uses are exempt from the provisions of this chapter:

- A. Fund-raising events conducted by non-profit organizations which are a maximum of three (3) consecutive days; including such things as bake sales or car washes but not including larger events such as outdoor carnivals, swap meets, or arts and crafts sales.
- B. Onsite temporary sales activities involving the display of new retail products, provided the display area is within ten (10) feet of the main building and does not extend into a public right-of-way or occupy required parking spaces or landscaped areas.
- C. Temporary businesses licensed under the Temporary Business Licensing provisions of the Bountiful City Code.
- D. Garage or yard sales that occur not more than four (4) times a year per property with each event lasting not more than seventy-two (72) hours. The sale of products brought to the site is prohibited.
- E. Seasonal fruit and vegetable stands selling produce grown on the premises are permitted subject to compliance with other applicable provisions of the City Code.
- F. Community events which are sponsored and/or approved by the City.
- G. Other exemptions as specifically approved in writing by the Bountiful City Council.

#### **14-17-117 CONDITIONS OF APPROVAL AND DENIAL**

The land use authority may approve a use which meets the above requirements, may deny a use which does not meet said requirements, or may approve a use with such additional conditions as necessary to meet the requirements of this Title and to assure that the use will be compatible and will not pose any unreasonable detriment to persons or property. Said conditions may include a limitation upon hours of operation and/or a time limitation which is less than the maximum established by this Chapter.

# South Davis Metro Fire Agency

*Proudly Serving the Communities of*

*Bountiful - Centerville - Davis County - North Salt Lake - West Bountiful - Woods Cross*

Office of the Fire Chief

**Dear Business Applicant:**

On behalf of the South Davis Metro Fire Agency, "Welcome to our business community!"

Your ability to thrive and succeed is of utmost importance to us. To help ensure your success, a "Fire & Life Safety" inspection will be performed prior to your business operation. This inspection can be set up by calling Fire Inspector Tyson Jerman at 801-677-2409 or Fire Inspector Todd Smith at 801-677-2407.

We have attached a copy of our inspection form to the back side of this letter to help assist with your preparation for inspection. The following is a list of the most common things found during an inspection:

- Visible address including suite numbers that are visible from the road.
- Lighted exit signs and emergency lighting are in working order.
- Exits are free and clear of clutter and provide ease of exiting without obstruction.
- Fire extinguishers:
  1. Current state inspection tag.
  2. Proper type and placement (call for instructions).
  3. Installed (no more than 5' above floor).
- Electrical: outlets with cover plates; extension cords not for permanent use; and electrical panel access (min. 30"); electrical panel is full and labeled correctly.
- General good housekeeping: aisles and egress exits clear; combustible materials (cardboard, paper, etc.) are minimized; and trash disposed of daily.
- Hazardous materials (paints, cleaning, chemicals, etc.) properly stored.
- Fire hydrants and fire lanes clear of obstructions, including vehicles.

While this list is not totally exhaustive, it will provide you with the most common safety issues found during the inspection process.

Best of luck with your new business venture!

Respectfully,



David K. Powers, Deputy Chief  
South Davis Metro Fire Agency

# South Davis Metro Fire Agency

## Fire and Life Safety Inspection Report

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

Office of the Fire Marshal  
P.O. Box 1547 Bountiful, UT 84011  
801-677-2412, 801-677-2407

ID#: \_\_\_\_\_

Business Name:	Bus. Type:
Address:	City:
Business Owner:	Phone#
Emergency Contact:	Phone#
Property Owner:	Phone#
Building Type:	Certificate of Clearance    Yes <input type="checkbox"/> No <input type="checkbox"/> Conditional (see Comments) <input type="checkbox"/>

General	Compliance	Yes	No	N/A	Housekeeping	Compliance	Yes	No	N/A
Address Visible/Approved	505.1				Dispose of Waste Daily	304.1			
Unobstructed Hydrant/FDC	505.4				Vegetation Properly Cleared	304.1.2			
Knox Box	506.1				Oil Rags/Hot Ash Properly Disposed	2210.2.3, 305.2			
Fire Access Roads/Fire Lane	503.1				Fueled Equipment Properly Stored	313.1, 314.4			

Electrical	Compliance	Yes	No	N/A	Mechanical	Compliance	Yes	No	N/A
Elect. Boxes, Outlets Covered	605.6				Storage Clear of Eaves	315.3.1, 315.3.3			
Panel Access (30")/Labeled	605.3				Equipment Room Clear of Combust.	315.2.3			
Proper Extension Cord Use	605.5				Furnace & Water Heaters Vented	603.5, 603.6			
Proper Multi-Cord Use	605.4				Gas Meter Protected/Accessible	312.1.2			

Emergency Lighting	Compliance	Yes	No	N/A	Propane	Compliance	Yes	No	N/A
Means of Egress Illumination	1006.1				Approved Impact Protection	3003.5.2			
Emergency Power for Lighting	1006.3				Emergency Shutoff	2207.5.1			

Exits/Egress	Compliance	Yes	No	N/A	Sprinkler Systems	Compliance	Yes	No	N/A
Exit Doors Unlocked	1008.9				Inspection Tag <i>*(USFM)</i>	901.6			
Egress Reliability	1003.1				Storage 18" Below Heads	315.2.1			
Exit Signs	1011.1				System on and Monitored	901.6, 903.4			
Exit Signs Illuminated	1011.2				Riser Location/Valve Signs	509.1			
Exit Enclosures Clear Obstruct.	315.2.2				Hydraulic Design Information Sign	NFPA 13 10-5			
Proper Exit Door Swing	1008.1.2				Stock of Spare Sprinkler Heads	NFPA 13 3-2.9			
Proper Door Locking Devices	1008.1.9.3				FDC Access & Caps Assessable	NFPA 13 3-2.9			
Fire Doors Maintained	703.2				Special Exting. System <i>*(USFM Tag)</i>	904.1			

Extinguishers	Compliance	Yes	No	N/A	Storage	Compliance	Yes	No	N/A
Correct Number Type & Size	906.2				Compressed Gas Cylinders Secured	3003.3			
Current Inspection Tag <i>*(USFM)</i>	906.2				Attic/Concealed Spaces no Combust.	315.2.4			
Properly Mounted	906.9.1				Flammable/Combustibles in Cabinet	3404.1			

Fire Detection	Compliance	Yes	No	N/A	Hazardous Materials	Compliance	Yes	No	N/A
Smoke Detectors Installed	907.3				M.S.D.S., H.M.I.S Available	2701.2.1, 2701.5.2			
Inspect & Test Fire Alarm	907.9				Non-Smoking Signage	310.3			

Comments *\* USFM = Utah State Fire Marshal*

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Occupant Sign: \_\_\_\_\_ Inspector Name: \_\_\_\_\_ ID# \_\_\_\_\_

The issuance of this certificate implies only that a reasonable degree of fire safety exists at the time of the inspection. Any hazardous conditions and/or violations of adopted codes do not imply acceptance or approval of such conditions and/or violations.

Follow-up Inspection     
  Annual Inspection     
  Referred to Fire Marshal     
 \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_



Davis County Government Health

- Administration Services
- Calendar
- Contact Info
- Fact Sheet
- Communicable Disease & Epidemiology Division
- Environmental Health Services Division
  - Food & Facilities Bureau
    - » Food Service Program
      - » Food Handler Permits
      - » Rules
      - » Certified Food Safety Managers
      - » **Temporary Food Establishment Permits**
      - » Temporary Mass Gathering Permits
      - » Permanent Food Service Facility Permits
      - » Mobile Food Service
      - » Flavored Ice Facilities
      - » Home Food Catering and Preparation
- Family Health & Senior Services Division
- News Releases
- Recycle Info
- Rx Discount Card
- Flu Information

### Temporary Food Establishment Permits

Individuals seeking a permit to sell food at a one-time event may obtain a temporary permit. *Please apply and pay for your permit early to avoid higher fees.*

Temporary Food Establishment Permits costs are

- 7 or more days prior to the event: \$30 for the first day + \$10 for each additional day
- 3-6 days prior to the event: \$40 for the first day + \$10 for each additional day
- Day of to 2 days prior to the event: \$50 for the first day + \$10 for each additional day
- On-site permitting: \$75 for the first day + \$10 for each additional day

Permits are only valid for UP TO 14 DAYS at any one event. You may fill out the [Application for a Temporary Food Establishment Permit \(pdf\)](#) and submit it along with the appropriate fees prior for each event. **All permits issued on-site will be charged \$75 for the first day + \$10 for each additional day.** Permits may be obtained at our office 8 a.m. to 4:30 p.m. during normal business days.

Seasonal permits for temporary events are also available. You may fill out the [Application For A Seasonal Food Service Establishment Permit \(pdf\)](#) and submit it along with the \$140 fee in order to obtain this permit. In addition, a list of all events that you will participate in must be attached to the application. These permits are only valid from April 1-Oct 31 of each calendar year. Any additional events added to the application must be done no less than 72 hours prior to the event.

A sampler is a vendor or individual that provides food items free of charge for the purpose of promoting a given food product at a temporary event. You may fill out the [Application For A Food Service Sampler Permit \(pdf\)](#) and submit it along with the \$70 fee in order to obtain this permit. A list of all events must be attached to this application. Any additional events added to the application must be done no less than 72 hours prior to the event. These permits are valid from Jan 1-Dec 31 of the calendar year.

*Please allow adequate time when mailing in applications and fees.*

#### Contact Information

##### Physical Address

22 South State St.  
2nd Floor  
Clearfield, Utah 84015

[For a map, click here.](#)

##### Mailing Address

Davis County Health Department  
Environmental Health Services Division  
Attn: Food and Facilities Bureau  
P.O. Box 618  
Farmington, Utah 84025

##### Phone Numbers

(801) 525-5100 - Main  
(801) 525-5119 - Fax

##### Hours

Monday – Friday  
8:00 a.m. to 5:00 p.m. *(except legal holidays)*



[Twitter](#)

#### Information Links

- [Utah Rule R392-100 Food Service Sanitation](#)
- [Approved Examinations for Food Manager Certification](#)
- [Certified Food Safety Manager Registration \(pdf\)](#)
- [Food Service Health Permit Application \(pdf\)](#)
- [Application For A Food Service Sampler Permit \(pdf\)](#)
- [Food Service Plan Requirements \(pdf\)](#)
- [Mobile Food Service Health Permit Application \(pdf\)](#)
- [Temporary Food Establishment Permit Application \(pdf\)](#)
- [Seasonal Food Establishment Permit Application \(pdf\)](#)

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## How to Contact Us?

**Email:** [corpucc@utah.gov](mailto:corpucc@utah.gov)

**Online Chat:**



**Web Site:** [www.corporations.utah.gov](http://www.corporations.utah.gov)

**Phone:** (801) 530-4849 or (877) 526-3994 Toll-Free for Utah residents during the hours of 8am - 5pm, Monday - Friday

**Fax:** (801) 530-6438

**Mail:** Utah Division of Corporations & Commercial Code  
PO Box 146705  
Salt Lake City Utah 84114-6705

**Walk-in:** Heber M. Wells Building ([Map](#))  
160 E 300 S, 1st Floor  
Salt Lake City Utah 84111

**Overnight Mail:** Utah Division of Corporations and Commercial Code  
160 East 300 South 2nd Floor (or 160 E Broadway)  
Salt Lake City Utah 84111

**Provide Feedback to the Division:** [Feedback Form](#)

[Contact Us](#) | [Press Releases](#) | [Feedback Form](#) | [Fee Schedule](#) | [Links](#) | [Fax Cover Letter](#)  
160 E. 300 S. 2nd Floor Salt Lake City, UT 84111 • Phone: 801-530-4849 • Toll-Free: 1-877-526-3994 • Fax: 801-530-6438 • E-mail:  
[corpucc@utah.gov](mailto:corpucc@utah.gov)

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