Bobby Jindal
GOVERNOR

Bruce Greenstein
SECRETARY

State of Louisiana

Department of Health and Hospitals
Center for Environmental Health Services • Permit Unit

Retail Food Renewal Notice

JOHN SMITH
JOHN SMITH
628 N. 4TH STREET
BATON ROUGE, LA 70802

Customer #: 996230
Invoice Date 5/1/2011

********** **CUSTOMER BALANCE DUE: $75.00**

The payment is due upon receipt for your annual permit to operate during July 1, 2011 through June 30, 2012.

Please remit one check or money order per customer billing and do not include payment for additional locations not listed on invoice or other departmental invoices.

Permit holders inspected by the Office of Public Health - Environmental Health Services - Sanitarian Services should contact the following for all new location openings, business closures, business operation changes, mailing address changes, delayed openings, and business ownership changes:

Retail Food Permit - Fees may be paid at your local Parish Health Unit.
Permit Unit - contact the Permit Unit Staff at 225-342-7522.
Food and Drug permit - contact the Food and Drug program staff at 225-342-7517.
Milk and Dairy permit - contact the Milk and Dairy program staff at 225-342-7521.
Commercial Seafood permit - contact the Seafood program staff at 225-342-7641.

All retail food mobile unit vendors should contact your local parish health unit for inspection arrangements and payment. Do not mail renewal payments to the Center for Environmental Health Services - Permit Unit.

Late fees shall be assessed for late payments. Payments made to and received by the Department after 30 days of the due date will be assessed a renewal late fee charge of 10% of the permit fee, but no more than $100. Payments made to and received by the Department after 90 days of the due date will be assessed a renewal late fee charge of 100% of the permit fee - R.S.40:6(E)

All payments received will be credited first toward any delinquent renewal balance(s). Only after all delinquent renewals are paid will payments be credited toward current renewals to avoid late fees described above.

A fee will be charged on all dishonored checks - R.S. 9:2782.
All permits paid by personal check shall be delayed 30 days.

Bienville Building • P.O. Box 4489 • Baton Rouge, Louisiana 70821-4489
Phone # 225-342-7522 • Fax#: 225-342-7807 • www.dhh.louisiana.gov
"An Equal Opportunity Employer"

Cut here and **RETURN BOTTOM PORTION** with payment.

Remit total due with check or money order (NO CASH).
Make Check payable to: DHH/OPH

Remit to:
Department of Health & Hospitals
Office of Public Health
CEHS - Permit Unit
P. O. BOX 4489
Baton Rouge, LA 70821-4489

Send Overnight Payments To
Department of Health & Hospitals
Office of Public Health
CEHS - Permit Unit
628 N. 4th Street
Baton Rouge, LA 70802-5342

Customer #: **996230**

Amount Due: **$75.00**

Retail Food Renewal

MY RESTAURANT
628 N. 4TH STREET
BATON ROUGE, LA 70802

Permit 99-0012345 **Previous Balance: $0.00**

Current Charges:

Ecode: 225 Food Service Establishment	$0.00
Ecode: 2305 Grocery class 5	$75.00

Payments..... - $0.00

Establishment Total..... $75.00