

## **FOOD SERVICE LICENSE**

1. Fill out application completely
  
2. Call the following telephone numbers (also listed on the back of the application) and schedule a food and beverage inspection for your place of business. Have the paperwork at the business location for inspectors to sign on designated lines.
  - BUILDING CODE INSPECTIONS 405-366-5310
  - FIRE DEPARTMENT INSPECTIONS 405-292-9780
  - HEALTH DEPARTMENT INSPECTIONS 405-321-4048
  - ENVIRONMENTAL SERVICES 405-292-9731

The Planning and Sign Inspection Departments do not make on-site inspections. You will obtain those signatures at City Hall when you bring in your paperwork to obtain your license.

3. After you have obtained the signatures needed, bring the completed application to the City Clerk's office located at 201 West Gray, Norman, Oklahoma, 73069, to obtain your license.

Food Service license fee is \$50.00 per year. There are inspection fees charged for the first license issued to a business as follows:

Building Code Compliance Inspection - \$20.00

Fire Department Inspection - \$20.00

Sign Inspection - \$15.00

Re-inspection - \$15.00.

**ALL CITY LICENSES EXPIRE MARCH 31ST OF EACH YEAR. LICENSES ARE HALF PRICE BETWEEN OCTOBER 1ST AND MARCH 31ST.**

City Clerk's Office 405-366-5386