**Michigan Department of Agriculture**

**and Rural Development (MDARD)**

**Notification of Intent to Operate a**

**Special Transitory Food Unit (STFU)**

Must be **received** four (4) days prior to event.

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| Name of STFU Unit:  Name of Operator:  Business Address: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | License Number:  Cell  Number: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Email Address: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | OK to Text?: | Yes\_\_\_\_\_No\_\_\_\_\_\_ |
| Name of Event: | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |  |  |
| Operation: Start Date: \_\_\_\_\_\_\_\_\_\_\_ End Date: \_\_\_\_\_\_\_\_\_\_\_ Hours of Operation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | |
| Location of Operation: (Be specific)  Operation Site:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ County:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | |
| Name of the Local Health Department (LHD) where STFU is licensed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ OR *(See back for agency choices)*If MDARD licensed, list the county where licensed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(county)* | | | | | |
| Are you requesting a paid evaluation? | | Yes \_\_\_\_\_\_\_\_ | No \_\_\_\_\_\_\_\_ | | |

Michigan's Food Law (Act 92 of 2000, as amended) states that an STFU license holder shall:

* **While in operation, request and receive 2 evaluations per licensing year spaced generally over the span of the operating season. These must be done while the STFU is operating at an event. Do not wait until the end of the year to get these done! When possible, schedule at least one with the LHD that processes your license.**
* An LHD and the MDARD shall charge a fee of $90.00 for such an evaluation.
* Send a copy of all evaluation reports to **the LHD that processes your license** within 30 days after receipt.
* Before serving food within the jurisdiction of an LHD, notify the LHD in writing of each location in the jurisdiction at which food will be served and the dates and hours of service. The license holder shall mail the notice by first-class mail, fax, email, or hand-deliver the notice not less than 4 business days before any food is served or prepared for serving within the jurisdiction of the LHD. Contact information for LHDs is on the back of this form.

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FOR LHD/MDARD USE:

Date of Receipt of Notification \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Michigan Local Health Departmentsand MDARD Office |
| Allegan County Health Department  3255 122nd Ave, Suite 200  Allegan, Michigan 49010  Email: [alleganeh@allegancounty.org](mailto:alleganeh@allegancounty.org)  Ph: 269-673-5411 FAX: 269-673-4172 |
| Barry-Eaton District Health Department  1033 Health Care Drive Charlotte, Michigan 48813  Barry: Ph: 269-945-9516  Eaton: Ph: 517-541-2615 Fax: 517-543-7737  Email: [bedhd-eh@bedhd.org](mailto:bedhd-eh@bedhd.org) |
| Bay County Health Department  1200 Washington Avenue  Bay City, Michigan 48708  Email: [environmentalhealth@baycountymi.gov](mailto:environmentalhealth@baycountymi.gov)  Ph: 989-895-4006 |
| Benzie-Leelanau District Health Department  6051 Frankfort Highway, Ste. 100  Benzonia, MI 49616  Email: [BLDHD@BLDHD.org](mailto:BLDHD@BLDHD.org)  Benzie: Ph: 231-882-2103 FAX: 231-882-2204  Leelanau: Ph: 231-256-0201 FAX: 231-256-0225 |
| Berrien County Health Department  2149 E. Napier Ave.Benton Harbor, Michigan 49022  Ph: 269-927-5623 FAX: 269-927-2960  E-Mail: [environmentalhealth@bchdmi.org](mailto:environmentalhealth@bchdmi.org) |
| Branch-Hillsdale-St. Joseph  Community Health Agency - Human Services Building  570 Marshall Road  Coldwater, Michigan 49036  Branch: Ph: 517-279-9561 x106 FAX: 517-278-2923  Hillsdale: Ph: 517-437-7395 x311 FX: 517-437-0166  St. Joseph: Ph: 269-273-2161 x233 FX: 269-273-2452 |
| Calhoun County Health Department  190 E. Michigan Avenue  Battle Creek, Michigan 49017  Email: [eh@calhouncountymi.gov](mailto:eh@calhouncountymi.gov)  Ph: 269-969-6341 FAX: 269-969-6490 |
| Central Michigan District Health Department  2012 E. Preston Avenue Mt. Pleasant, Michigan 48858  Ph: 989-773-5921 FAX: 989-773-4319  Email: EH-info@cmdhd.org  **Counties: Arenac, Clare, Gladwin, Isabella,**  **Osceola, Roscommon** |
| Chippewa County Health Department  508 Ashmun Street, Suite 120  Sault Ste. Marie, Michigan 49783  Ph: 906-635-3620 FAX: 906-253-3140 |
| Detroit Health Department  Environnemental Health & Food Safety  100 Mack Ave Detroit, Michigan 48201  Submit on-line <https://detroitmi.gov/foodsafety>  Email : [FoodsafetyDHD@detroitmi.gov](mailto:FoodsafetyDHD@detroitmi.gov)  Ph: 313-876-0135 FAX: 313-877-9262 |
| Public Health, Delta & Menominee Counties  Delta Office: 2920 College Avenue Escanaba, Mi 49829  Ph: 906-786-9692 Fax: 906-789‑8147  Email: [ehclerk@phdm.org](mailto:ehclerk@phdm.org)  Menominee Office: 909 Tenth Avenue  Menominee, Michigan 49858  Ph: 906-863-4451 Fax: 906-863-7142  Email: [ehclerk@phdm.org](mailto:ehclerk@phdm.org) |
| Dickinson-Iron District Health Department  1374 Commercial Ave.  Crystal Falls, Michigan 49920  Email: [rlafave@didhd.org](mailto:rlafave@didhd.org)  Ph: 906-265-9913 FAX: 906-874-2950 |
| District Health Department #2  630 Progress Street  West Branch, Michigan 48661  Ph: 989-345-5020 FAX: 989-343-6659  **Counties: Alcona, Iosco, Ogemaw, Oscoda** |
| District Health Department #4  100 Woods Circle  Alpena, Michigan 49707  Email: [envhealth@dhd4.org](mailto:envhealth@dhd4.org)  Ph: 989-356-4507 FAX: 989-354-0855  **Counties: Alpena, Cheboygan, Montmorency,**  **Presque Isle** |
| District Health Department #10  521 Cobb Street  Cadillac, Michigan 49601  Ph: 231-775-9942 FAX: 231-775-5372  Email: [ehwexfordcounty@dhd10.org](mailto:ehwexfordcounty@dhd10.org)  **Counties: Crawford, Kalkaska, Lake, Manistee, Mason, Mecosta, Missaukee, Newaygo, Oceana, Wexford** |
| Genesee County Health Department  630 S. Saginaw Street, Suite 4  Flint, Michigan 48502-1540  Email: [eh@geneseecountymi.gov](mailto:eh@geneseecountymi.gov)  Ph: 810-257-3603 FAX: 810-257-3125 |
| Grand Traverse County Health Department  2650 LaFranier Rd  Traverse City, Michigan 49686  Email: [eh@gtcountymi.gov](mailto:eh@gtcountymi.gov)  Ph: 231-995-6051 FAX: 231-995-6033 |
| Huron County Health Department  1142 S. Van Dyke  Bad Axe, Michigan 48413  Email: [ehfood@hchd.us](mailto:ehfood@hchd.us)  Ph: 989-269-9721 FAX: 989-269-4181 |
| Ingham County Health Department  5303 S. Cedar, P.O. Box 30161  Lansing, Michigan 48909  Email: [eh\_foodandfacilities@ingham.org](mailto:eh_foodandfacilities@ingham.org)  Ph: 517-887-4312 FAX: 517-887-4560 |
| Ionia County Health Department  175 East Adams Street  Ionia, Michigan 48846  Email: [dgross@ioniacounty.org](mailto:dgross@ioniacounty.org)  Ph: 616-527-5341 FAX: 616-527-8202 |
| Jackson County Health Department  1715 Lansing Avenue  Jackson, Michigan 49202  Email: [ehealth@mijackson.org](mailto:ehealth@mijackson.org)  Ph: 517-788-4433 FAX: 517-788-4616 |
| Kalamazoo County Health & Community Services Dept.  311 East Alcott Street  Kalamazoo, Michigan 49001  Email: [ehfood@kalcounty.com](mailto:ehfood@kalcounty.com)  Ph: 269-373-5210 |
| Kent County Health Department  700 Fuller Avenue  Grand Rapids, Michigan 49503  Email: [KCEHmail@kentcountymi.gov](mailto:KCEHmail@kentcountymi.gov)  Ph: 616-632-6900 FAX: 616-632-6892 |
| Lapeer County Health Department  1800 Imlay City Road  Lapeer, Michigan 48446  E-mail: [environmentalhealth@lapeercounty.org](mailto:environmentalhealth@lapeercounty.org)  Ph: 810-667-0392 FAX: 810-667-0283 |
| Lenawee County Health Department  1040 S. Winter, Suite 2328  Adrian, Michigan 49221-3871  Email : [ehdesk@lenawee.mi.us](mailto:ehdesk@lenawee.mi.us)  Ph: 517-264-5213 FAX: 517-264-0790 |
| Livingston County Health Department  2300 East Grand River, Suite #102  Howell, Michigan 48843-7578  Email: [Health@livgov.com](file:///C:\Users\garvina1\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\5EZF9PHT\Health@livgov.com)  Ph: 517-546-9858 FAX: 517-546-9853 |
| Luce-Mackinac-Alger-Schoolcraft (LMAS)  District Health Department  14150 Hamilton Lake Road  Newberry, Michigan 49868  Luce: Ph: 906-293-1303 FAX: 906-293-5453  Mackinac: FAX: 906-643-0239  Alger: FAX: 906-387-2224  Schoolcraft: FAX: 906-341-5230 |
| Macomb County Health Department  43525 Elizabeth Road  Mt. Clemens, Michigan 48043  Email: [environmental.health@macombgov.org](mailto:environmental.health@macombgov.org)  Ph: 586-469-5236 FAX: 586-469-6534 |
| Marquette County Health Department  184 U.S. 41 East  Negaunee, Michigan 49866  Email: [EHAdmin@mqtco.org](mailto:EHAdmin@mqtco.org)  Ph: 906-475-4195 FAX: 906-475-6500 |
| Mid-Michigan District Health Department  615 N. State Road, Suite 2 Stanton, Michigan 48888  Ph: 989-831-3607 FAX: 989-831-9227  Email : [ehgm@mmdhd.org](mailto:ehgm@mmdhd.org)  **Counties: Clinton, Gratiot, Montcalm** |
| Midland County Department of Public Health  220 W. Ellsworth Street Midland,  Michigan 48640-5194  Email: [ehinfo@co.midland.mi.us](mailto:ehinfo@co.midland.mi.us)  Ph: 989-832-6380 FAX: 989-486-9065 |
| Monroe County Health Department  2353 S. Custer Road  Monroe, Michigan 48161  Email : [eh\_frontdesk@monroemi.org](mailto:eh_frontdesk@monroemi.org)  Ph: 734-240-7900 FAX: 734-240-7948 |
| Public Health - Muskegon County  1903 Marquette Avenue, Suite S101  Muskegon, Michigan 49442  Email: [PublicHealth.FoodService@co.muskegon.mi.us](mailto:PublicHealth.FoodService@co.muskegon.mi.us)  Ph: 231-724-4406 |
| The Health Department of Northwest Michigan  220 W. Garfield  Charlevoix, Michigan 49720  Email: [ehfood@nwhealth.org](mailto:ehfood@nwhealth.org)  Ph: 231-547-6523 FAX: 231-547-6238  **Counties: Antrim, Charlevoix, Emmet, Otsego** |
| Oakland County Health Division  1200 N. Telegraph Road, Bldg. 34 E  Pontiac, Michigan 48341-0432  Email: [EHClerks@oakgov.com](mailto:EHClerks@oakgov.com)  Ph: 248-858-1312 FAX: 248-452-9758 |
| Ottawa County Department of Public Health  12251 James St, Suite 200  Holland, Michigan 49424  Email: [environmentalhealth@miottawa.org](mailto:environmentalhealth@miottawa.org)  Ph: 616-393-5645 FAX: 616-393-5643 |
| Saginaw County Health Department  1600 N. Michigan Avenue  Saginaw, Michigan 48602  Email: [eh@saginawcounty.com](mailto:eh@saginawcounty.com)  Ph: 989-758-3686 FAX: 989-758-3711 |
| St. Clair County Health Department  3415 28th Street  Port Huron, Michigan 48060  Email : [environmentalhealth@stclaircounty.org](mailto:environmentalhealth@stclaircounty.org)  Ph: 810-987-5306 FAX: 810-985-5533 |
| Sanilac County Health Department  171 Dawson Street  Sandusky, Michigan 48471  Email: [eh@sanilachealth.com](mailto:eh@sanilachealth.com)  Ph: 810-648-4098 x124 FAX: 810-648-2646 |
| Shiawassee County Health Department  201 N. Shiawassee Street  Corunna, Michigan 48817  Email: [shiaeh@shiawasseechd.net](mailto:shiaeh@shiawasseechd.net)  Ph: 989-743-2390 FAX: 989-743-2413 |
| Tuscola County Health Department  1309 Cleaver Road Caro, Michigan 48723-8114  E-mail: [ehfood@tchd.us](mailto:ehfood@tchd.us)  Ph: 989-673-8119 FAX: 989-673-7490 |
| Van Buren-Cass District Health Department  260 South St. Lawrence, Michigan 49064  Ph: 269-621-3143 FAX: 269-621-2725  Cass: FAX: 269-782-0121 |
| Washtenaw County Public Health Department Environmental Health Division 705 N. Zeeb Rd, P.O. Box 8645  Ann Arbor, MI  48107-8645  Weblink: [https://bit.ly/washtenawstfu](https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fbit.ly%2Fwashtenawstfu&data=05%7C02%7CBullL%40michigan.gov%7Cbd019b5797d2440db29a08dc1e75ae3e%7Cd5fb7087377742ad966a892ef47225d1%7C0%7C0%7C638418737991217439%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=dN4V9ydpnxAAJUv2NNZLBIoQ8fCVbm3CUjhAGq7ajsE%3D&reserved=0)  Ph:734-222-3800 |
| Wayne County Public Health  33030 Van Born Road  Wayne, Michigan 48184  Email: [foodsafety@waynecounty.com](mailto:foodsafety@waynecounty.com)  Ph: 734-727-7400 FAX: 734-727-7165 |
| Western Upper Peninsula Health Department  540 DepotHancock, Michigan 49930  Email: [ehsecretary@wupdhd.org](mailto:ehsecretary@wupdhd.org)  Ph: 906-482-7382 FAX: 906-482-9410  **Counties: Baraga, Gogebic, Houghton, Keweenaw, Ontonagon** |
| MDARD Office: MDARD Bureau of Food Safety and Animal Health  Human Food Division  P.O. Box 30017, Lansing, MI 48909  Email: [MDA-FoodDairyInfo@michigan.gov](mailto:MDA-FoodDairyInfo@michigan.gov)  Ph: 800-292-3939 |