**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 Departments and MDARD Office |
| Allegan County Health Department3255 122nd Ave, Suite 200Allegan, Michigan 49010 Email: alleganeh@allegancounty.org Ph: 269-673-5411 FAX: 269-673-4172 |
| Barry-Eaton District Health Department1033 Health Care Drive Charlotte, Michigan 48813 Barry: Ph: 269-945-9516 Eaton: Ph: 517-541-2615 Fax: 517-543-7737Email: bedhd-eh@bedhd.org  |
| Bay County Health Department1200 Washington AvenueBay City, Michigan 48708Email: environmentalhealth@baycountymi.gov Ph: 989-895-4006  |
| Benzie-Leelanau District Health Department6051 Frankfort Highway, Ste. 100Benzonia, MI 49616Email: BLDHD@BLDHD.orgBenzie: Ph: 231-882-2103 FAX: 231-882-2204Leelanau: Ph: 231-256-0201 FAX: 231-256-0225 |
| Berrien County Health Department2149 E. Napier Ave.Benton Harbor, Michigan 49022Ph: 269-927-5623 FAX: 269-927-2960 E-Mail: environmentalhealth@bchdmi.org |
| Branch-Hillsdale-St. Joseph Community Health Agency - Human Services Building570 Marshall RoadColdwater, Michigan 49036Branch: Ph: 517-279-9561 x106 FAX: 517-278-2923Hillsdale: Ph: 517-437-7395 x311 FX: 517-437-0166St. Joseph: Ph: 269-273-2161 x233 FX: 269-273-2452 |
| Calhoun County Health Department190 E. Michigan AvenueBattle Creek, Michigan 49017 Email: eh@calhouncountymi.govPh: 269-969-6341 FAX: 269-969-6490 |
| Central Michigan District Health Department2012 E. Preston Avenue Mt. Pleasant, Michigan 48858 Ph: 989-773-5921 FAX: 989-773-4319Email: EH-info@cmdhd.org**Counties: Arenac, Clare, Gladwin, Isabella,****Osceola, Roscommon** |
| Chippewa County Health Department508 Ashmun Street, Suite 120Sault Ste. Marie, Michigan 49783Ph: 906-635-3620 FAX: 906-253-3140 |
| Detroit Health Department Environnemental Health & Food Safety100 Mack Ave Detroit, Michigan 48201Submit on-line <https://detroitmi.gov/foodsafety>Email : FoodsafetyDHD@detroitmi.gov Ph: 313-876-0135 FAX: 313-877-9262 |
| Public Health, Delta & Menominee CountiesDelta Office: 2920 College Avenue Escanaba, Mi 49829Ph: 906-786-9692 Fax: 906-789‑8147Email: ehclerk@phdm.orgMenominee Office: 909 Tenth AvenueMenominee, Michigan 49858 Ph: 906-863-4451 Fax: 906-863-7142Email: ehclerk@phdm.org  |
| Dickinson-Iron District Health Department1374 Commercial Ave.Crystal Falls, Michigan 49920 Email: rlafave@didhd.org Ph: 906-265-9913 FAX: 906-874-2950 |
| District Health Department #2630 Progress StreetWest Branch, Michigan 48661 Ph: 989-345-5020 FAX: 989-343-6659**Counties: Alcona, Iosco, Ogemaw, Oscoda** |
| District Health Department #4100 Woods CircleAlpena, Michigan 49707 Email: envhealth@dhd4.org Ph: 989-356-4507 FAX: 989-354-0855**Counties: Alpena, Cheboygan, Montmorency,** **Presque Isle** |
| District Health Department #10521 Cobb StreetCadillac, Michigan 49601 Ph: 231-775-9942 FAX: 231-775-5372Email: ehwexfordcounty@dhd10.org **Counties: Crawford, Kalkaska, Lake, Manistee, Mason, Mecosta, Missaukee, Newaygo, Oceana, Wexford** |
| Genesee County Health Department630 S. Saginaw Street, Suite 4Flint, Michigan 48502-1540Email: eh@geneseecountymi.gov Ph: 810-257-3603 FAX: 810-257-3125 |
| Grand Traverse County Health Department2650 LaFranier RdTraverse City, Michigan 49686 Email: eh@gtcountymi.gov Ph: 231-995-6051 FAX: 231-995-6033 |
| Huron County Health Department1142 S. Van DykeBad Axe, Michigan 48413 Email: ehfood@hchd.us Ph: 989-269-9721 FAX: 989-269-4181 |
| Ingham County Health Department5303 S. Cedar, P.O. Box 30161Lansing, Michigan 48909 Email: eh\_foodandfacilities@ingham.orgPh: 517-887-4312 FAX: 517-887-4560 |
| Ionia County Health Department175 East Adams StreetIonia, Michigan 48846 Email: dgross@ioniacounty.org Ph: 616-527-5341 FAX: 616-527-8202 |
| Jackson County Health Department1715 Lansing AvenueJackson, Michigan 49202 Email: ehealth@mijackson.org Ph: 517-788-4433 FAX: 517-788-4616 |
| Kalamazoo County Health & Community Services Dept.311 East Alcott StreetKalamazoo, Michigan 49001 Email: ehfood@kalcounty.com Ph: 269-373-5210  |
| Kent County Health Department700 Fuller AvenueGrand Rapids, Michigan 49503 Email: KCEHmail@kentcountymi.gov Ph: 616-632-6900 FAX: 616-632-6892 |
| Lapeer County Health Department1800 Imlay City RoadLapeer, Michigan 48446E-mail: environmentalhealth@lapeercounty.orgPh: 810-667-0392 FAX: 810-667-0283 |
| Lenawee County Health Department1040 S. Winter, Suite 2328Adrian, Michigan 49221-3871 Email : ehdesk@lenawee.mi.us Ph: 517-264-5213 FAX: 517-264-0790 |
| Livingston County Health Department2300 East Grand River, Suite #102Howell, Michigan 48843-7578 Email: [Health@livgov.com](file:///C%3A%5CUsers%5Cgarvina1%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5C5EZF9PHT%5CHealth%40livgov.com)Ph: 517-546-9858 FAX: 517-546-9853 |
| Luce-Mackinac-Alger-Schoolcraft (LMAS)District Health Department 14150 Hamilton Lake RoadNewberry, Michigan 49868 Luce: Ph: 906-293-1303 FAX: 906-293-5453Mackinac: FAX: 906-643-0239Alger: FAX: 906-387-2224 Schoolcraft: FAX: 906-341-5230 |
| Macomb County Health Department 43525 Elizabeth RoadMt. Clemens, Michigan 48043 Email: environmental.health@macombgov.orgPh: 586-469-5236 FAX: 586-469-6534 |
| Marquette County Health Department 184 U.S. 41 EastNegaunee, Michigan 49866 Email: EHAdmin@mqtco.org Ph: 906-475-4195 FAX: 906-475-6500 |
| Mid-Michigan District Health Department615 N. State Road, Suite 2 Stanton, Michigan 48888 Ph: 989-831-3607 FAX: 989-831-9227Email : ehgm@mmdhd.org **Counties: Clinton, Gratiot, Montcalm** |
| Midland County Department of Public Health220 W. Ellsworth Street Midland,Michigan 48640-5194Email: ehinfo@co.midland.mi.us Ph: 989-832-6380 FAX: 989-486-9065 |
| Monroe County Health Department2353 S. Custer Road Monroe, Michigan 48161 Email : eh\_frontdesk@monroemi.org Ph: 734-240-7900 FAX: 734-240-7948 |
| Public Health - Muskegon County1903 Marquette Avenue, Suite S101Muskegon, Michigan 49442 Email: 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.orgPh: 231-547-6523 FAX: 231-547-6238**Counties: Antrim, Charlevoix, Emmet, Otsego** |
| Oakland County Health Division1200 N. Telegraph Road, Bldg. 34 EPontiac, Michigan 48341-0432 Email: EHClerks@oakgov.com Ph: 248-858-1312 FAX: 248-452-9758 |
| Ottawa County Department of Public Health12251 James St, Suite 200Holland, Michigan 49424 Email: 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 Ph: 989-758-3686 FAX: 989-758-3711 |
| St. Clair County Health Department3415 28th StreetPort Huron, Michigan 48060 Email : environmentalhealth@stclaircounty.org Ph: 810-987-5306 FAX: 810-985-5533 |
| Sanilac County Health Department171 Dawson Street Sandusky, Michigan 48471 Email: eh@sanilachealth.comPh: 810-648-4098 x124 FAX: 810-648-2646 |
| Shiawassee County Health Department201 N. Shiawassee StreetCorunna, Michigan 48817 Email: shiaeh@shiawasseechd.net Ph: 989-743-2390 FAX: 989-743-2413 |
| Tuscola County Health Department1309 Cleaver Road Caro, Michigan 48723-8114 E-mail: ehfood@tchd.usPh: 989-673-8119 FAX: 989-673-7490 |
| Van Buren-Cass District Health Department260 South St. Lawrence, Michigan 49064 Ph: 269-621-3143 FAX: 269-621-2725Cass: FAX: 269-782-0121 |
| Washtenaw County Public Health Department Environmental Health Division705 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 Health33030 Van Born RoadWayne, Michigan 48184 Email: foodsafety@waynecounty.comPh: 734-727-7400 FAX: 734-727-7165 |
| Western Upper Peninsula Health Department540 DepotHancock, Michigan 49930 Email: ehsecretary@wupdhd.orgPh: 906-482-7382 FAX: 906-482-9410**Counties: Baraga, Gogebic, Houghton, Keweenaw, Ontonagon** |
| MDARD Office:MDARD Bureau of Food Safety and Animal HealthHuman Food DivisionP.O. Box 30017, Lansing, MI 48909Email: MDA-FoodDairyInfo@michigan.govPh: 800-292-3939  |