



Transitional Plan Review Application for an Existing Food Service Establishment (rev 12/19)

Transitional permits are valid for only 180 days from the date of issuance.
It is the owner's responsibility to complete the permit conditions before expiration date.
Expiration of a transitional permit will require a full plan review application to submitted.

Purchase Date: _____

Present Name of Establishment: _____

New Name of Establishment: _____

Address: _____

City: _____ Zip Code: _____

Phone (if available): ____ - ____ - ____ Cell: ____ - ____ - ____

E-mail: _____

Name of Legal Ownership: _____

Type of Ownership: association, corporation, individual, partnership, or other legal entity:

Names and Titles of Persons in Legal Ownership: _____

Legal Ownership Address: _____

City: _____ State _____ Zip Code: _____

Phone: ____ - ____ - ____ Cell: ____ - ____ - ____

Name of Ownership Local Agent: _____

Local Agent Email Address: _____

Project Contact Person Name: _____

Contact Person Telephone: ____ - ____ - ____

Contact Person E-mail Address: _____

I certify that the information in this application is correct, and I understand that any changes may delay issuance of a Transitional permit.

Name: _____
PLEASE PRINT NAME

Signature: _____ **Date:** _____
(Owner or Responsible Representative)





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A new food service application must be completed if there are significant changes to menu, kitchen design or equipment for this existing facility.

The information below is required for the transitional permit application to be complete:

_____ Proposed menu; including consumer advisory if needed.

_____ Transitional Plan Review Fee \$150

Hours of Operation

Type of operation: (check all that apply)

Day	Open	Close		Sit-down meals	
Sunday				Take-out	
Monday				Single-Service	
Tuesday				Multi-use utensils	
Wednesday				Catering	
Thursday				Other (Explain)	
Friday					
Saturday					

Total Number of Seats: Inside _____ Outside _____

Specialized Food Processing Procedures

Written approvals must be in place prior to the use of specialized processes. Use of these processes without approval can result in permit action.

Will specialized food processes be conducted? YES NO

8-201.13 A HACCP plan is required for acidification (sushi rice), reduced oxygen packaging, sous vide, curing, smoking, sprouting beans or drying process)

Check any specialized processes that will take place:

Curing() Smoking() Acidification(Fermenting/Pickling)() Sprouting Beans()
Dehydrating () Sous vide() Reduced Oxygen Packaging (eg: ROP, canning, Vacuum packaging)() Other()

The applicant will need to submit the HACCP plan & Variance Request to the NC Food Code Variance Committee for approval for specialized food process to be conducted in your food service establishment. (8-103.10 Modifications & Waivers)

Request an application from the State Variance Committee by email:

ncvariancecommittee@dhhs.nc.gov

