

**Michigan Department of Agriculture
& Rural Development (MDARD)
Notification of Intent to Operate a
Special Transitory Food Unit (STFU)**

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

Name of STFU Unit: _____ License Number: _____
Name of Operator: _____ Cell Number: _____
Business Address: _____

_____ OK to Text?: Yes _____ No _____
Email Address: _____

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.**
- A 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 a 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 LHD's is on the back of this form.

FOR LHD / MDARD USE:

Date of receipt of Notification _____

Michigan Local Health Departments & MDARD Office	
Allegan County Health Department 3255 122 nd Ave, Suite 200 Allegan, Michigan 49010 Email: alleganeh@allegancounty.org Ph: (269) 673-5411 FAX: (269) 673-4172	Genesee County Health Department 630 S. Saginaw Street, Suite 4 Flint, Michigan 48502-1540 Email: eh@gchd.us Ph: (810) 257-3603 FAX: (810) 257-3125
Barry-Eaton District Health Department 1033 Health Care Drive Charlotte, Michigan 48813 Barry: Ph: (269) 945-9516 FAX: (269) 818-0237 Eaton: Ph: (517) 543-2430 FAX: (517) 541-2686	Grand Traverse County Health Department 2650 LaFranier Rd Traverse City, Michigan 49686 Email: eh@gtcountymi.gov Ph: (231) 995-6051 FAX: (231) 995-6033
Bay County Health Department 1200 Washington Avenue Bay City, Michigan 48708 Email: environmentalhealth@baycounty.net Ph: (989) 895-4006 FAX: (989) 895-4014	Huron County Health Department 1142 S. Van Dyke Bad Axe, Michigan 48413 Email: h20@hchd.us Ph: (989) 269-9721 FAX: (989) 269-4181
Benzie-Leelanau District Health Department 6051 Frankfort Highway, Ste. 100 Benzonia, MI 49616 Email: ndow@blhdh.org Benzie: Ph: (231) 882-2103 FAX: (231) 882-2204 Leelanau: Ph: (231) 256-0201 FAX: (231) 256-0225	Ingham County Health Department 5303 S. Cedar, P.O. Box 30161 Lansing, Michigan 48909 Email: cmmerz@ingham.org Ph: (517) 887-4312 FAX: (517) 887-4560
Berrien County Health Department 2149 E. Napier Ave. Benton Harbor, Michigan 49022 Ph: (269) 927-5623 FAX: (269) 927-2960	Ionia County Health Department 175 East Adams Street Ionia, Michigan 48846 Ph: (616) 527-5341 FAX: (616) 527-8202
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	Jackson County Health Department 1715 Lansing Avenue Jackson, Michigan 49202 Email: health@mijackson.org Ph: (517) 788-4433 FAX: (517) 788-4616
Calhoun County Health Department 190 E. Michigan Avenue Battle Creek, Michigan 49017 Email: eh-vendors@calhouncountymi.org Ph: (269) 969-6341 FAX: (269) 969-6490	Kalamazoo County Health & Community Services Dept. 311 East Alcott Street Kalamazoo, Michigan 49001 Email: ehfood@kalcounty.com Ph: (269) 373-5210 FAX: (269) 373-5333
Central Michigan District Health Department 2012 E. Preston Avenue Mt. Pleasant, Michigan 48858 Ph: (989) 773-5921 FAX: (989) 773-4319 Counties: Arenac, Clare, Gladwin, Isabella, Osceola, Roscommon	Kent County Health Department 700 Fuller Avenue Grand Rapids, Michigan 49503 Email: KCEHmail@kentcountymi.gov Ph: (616) 632-6900 FAX: (616) 632-6892
Chippewa County Health Department 508 Ashmun Street, Suite 120 Sault Ste. Marie, Michigan 49783 Ph: (906) 635-3620 FAX: (906) 253-3140	Lapeer County Health Department 1800 Imlay City Road Lapeer, Michigan 48446 Ph: (810) 667-0392 FAX: (810) 667-0283
Detroit Health Department Environnemental Health & Food Safety 100 Mack Ave – Third Floor Email : foodsafetyDHD@detroitmi.gov Detroit, Michigan 48201 Ph: (313)876-0135 FAX : (313)877-9262	Lenawee County Health Department 1040 S. Winter, Suite 2328 Adrian, Michigan 49221-3871 Email : ehdesk@lenawee.mi.us Ph: (517) 264-5213 FAX: (517) 264-0790
Public Health, Delta & Menominee Counties 2920 College Avenue Escanaba, Michigan 49829-9597 Delta: Ph: (906) 786-9692 Fax: (906) 789-8147 Menominee: (906) 863-4451 Fax: (906) 863-7142	Livingston County Health Department 2300 East Grand River, Suite #102 Howell, Michigan 48843-7578 Email: Health@livgov.com Ph: (517) 546-9858 FAX: (517) 546-9853
Dickinson-Iron District Health Department 601 Washington Avenue Iron River, Michigan 49935 Ph: (906) 265-9913 FAX: (906) 265-2950	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
District Health Department #2 630 Progress Street West Branch, Michigan 48661 Ph: (989) 345-5020 FAX: (989) 343-1899 Counties: Alcona, Iosco, Ogemaw, Oscoda	Macomb County Health Department 43525 Elizabeth Road Mt. Clemens, Michigan 48043 Email: environmental.health@macombgov.org Ph: (586) 469-5236 FAX: (586) 469-6534
District Health Department #4 100 Woods Circle Alpena, Michigan 49707 Ph: (989) 356-4507 FAX: (989) 354-0855 Counties: Alpena, Cheboygan, Montmorency, Presque Isle	Marquette County Health Department 184 U.S. 41 East Negaunee, Michigan 49866 Email: EHAdmin@mtqco.org Ph: (906) 475-4195 FAX: (906) 475-6500
District Health Department #10 521 Cobbs Street Cadillac, Michigan 49601 Ph: (231) 775-9942 FAX: (231) 775-5372 Counties: Crawford, Kalkaska, Lake, Manistee, Mason, Mecosta, Missaukee, Newaygo, Oceana, Wexford	Mid-Michigan District Health Department 615 N. State Road, Suite 2 Stanton, Michigan 48888 Ph: (989) 831-3607 FAX: (989) 831-9227 Counties: Clinton, Gratiot, Montcalm
	Midland County Department of Public Health 220 W. Ellsworth Street Midland, Michigan 48640-5194 Email: ehinfo@co.midland.mi.us Ph: (989) 486-9065 FAX: (989) 832-6380
	Monroe County Health Department 2353 S. Custer Road Monroe, Michigan 48161 Email : eh_frontdesk@monroemi.org Ph: (734) 240-7900 FAX: (734) 240-7948
	Public Health - Muskegon County 209 East Apple Ave. Muskegon, 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.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: EHClersk@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 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 Department 3415 28th Street Port Huron, Michigan 48060 Email : environmentalhealth@st.claircounty.org Ph: (810) 987-5306 FAX: (810) 985-5533
	Sanilac County Health Department 171 Dawson Street Sandusky, Michigan 48471 Ph: (810) 648-2150 X124 FAX: (810) 648-2646
	Shiawassee County Health Department 201 N. Shiawassee Street Corunna, Michigan 48817 Email: shiaeh@shiawasseechd.net Ph: (989) 743-2390 FAX: (989) 743-2413
	Tuscola County Health Department 1309 Cleaver Road Caro, Michigan 48723-8114 Ph: (989) 673-8114 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 Ph:(734) 222-3800 FAX: (734) 222-3930
	Wayne County Public Health 33030 Van Born Road Wayne, Michigan 48184 Email: foodsafety@waynecounty.com Ph: (734) 727-7400 FAX: (734) 727-7165
	Western Upper Peninsula Health Department 540 Depot Hancock, Michigan 49930 Email: requests@wuphd.org Ph: (906) 482-7382 FAX: (906) 482-9410 Counties: Baraga, Gogebic, Houghton, Keweenaw, Ontonagon
	MDARD Office: MDA, Food and Dairy Division P.O. Box 30017 Lansing, MI 48909 Email: fooddairyinfo@michigan.gov Ph: (800) 292-3939