

FOOD DEALER & OPERATOR PERMIT FEES

(Fees subject to change without notice. Official Fee Calculations at the Time of Issuance)

DESCRIPTION OF ITEM	Price	Amount Due
Food Dealer - Annual		
1-4 Employees	\$200.00	
5-9 Employees	\$300.00	
10-25 Employees	\$400.00	
26-50 Employees	\$500.00	
51-100 Employees	\$600.00	
101 & more Employees	\$700.00	
Food Dealer - Other		
Mobile Food Dealer, Annual	\$300.00	
Temporary Food Dealer 72-Hours	\$75.00	
Other		
Late Fee for Expired Annual Permits	\$50.00	
Plan Review, Each	\$100.00	
Pre-Opening & Post Opening Inspections, Each	\$75.00	
Re-Inspection Fee, Each	\$125.00	
Complaint Inspection Fee, Each	\$150.00	
	Total:	
NO REFUNDS OR CREDITS. ALL TRANSACTIONS ARE FINAL		

1. The City of Richmond utilizes a contract sanitarian to conduct Food Service related inspections and plan reviews ONLY. All calls for service shall be directed to the Permit Office where an appointment will be made for the inspection or other meeting.
2. All inspections and questions should be directed to the Permit Office.
 - a. Food related problems that require immediate resolution call: 281-232-6871
 - b. Questions and general information: email: inspectionrequests@richmondfd.com or 281-232-6871.
 - c. Request an inspection for annual renewal. Email and we will make an appointment with the sanitarian: email: inspectionrequests@richmondfd.com

New Facilities Inspections:

3. Pre-Opening Inspection: A Pre-Opening Inspection must be conducted by the Sanitarian once all construction is 95% completed and equipment is in place. An appointment for this inspection must be scheduled at least 48 hours in advance. This inspection will list all corrections to be made prior to the final inspection.
4. Final Inspection: A Final Inspection must be conducted once all corrections have been completed from the Pre-Opening Inspection, and the establishment is in compliance with the Texas Food Establishment Rules (all clean-up work etc., must be done).
5. Post-Opening inspections will be conducted during the first 30 days of operation.
6. All applications, fees, water utility service agreements and other permits (if required) must be paid, submitted or approved prior to this inspection.
7. Note: We suggest that you do not advertise an opening date until after the final inspection has been conducted. Food and beverages shall not be stored on the premises until your establishment has been approved for a Food Establishment Permit.
8. *Additional inspections may incur a re-inspection fee.