

Date Received \_\_\_\_\_ Amt \$ \_\_\_\_\_ Check # \_\_\_\_\_  
Received By \_\_\_\_\_ Receipt # \_\_\_\_\_



Austin/Travis County Health & Human Services Department  
Environmental Health Services Division  
P.O Box 142529  
Austin, TX 78714  
Phone (512) 978-0300 Fax (512) 978-0322



**Walk-in Location:** 1520 Rutherford LN, NE corner of Rutherford LN @ Cameron RD, Building 1 East Entrance (No Mail Accepted here)

### **Food Enterprise Certificate of Occupancy Inspection Application**

➤ Inspections will not be conducted until fees have been paid and this form has been completed.

1. Contact Person for Inspections: \_\_\_\_\_ Phone: \_\_\_\_\_

2. Establishment Name: \_\_\_\_\_

3. Establishment Address: \_\_\_\_\_  
Street Unit City State Zip Code

4. Establishment Owner: \_\_\_\_\_ Phone : \_\_\_\_\_

5. \_\_\_\_\_ New Construction OR \_\_\_\_\_ Remodel

6. \_\_\_\_\_ Initial Inspection OR \_\_\_\_\_ Re-Inspection

7. Building Permit #: \_\_\_\_\_

8. Projected Opening Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### **City of Austin and Contracted Municipalities**

\$125 Inspection Fee for each inspection conducted  
\$100 additional fee for expedited inspections and  
inspections conducted outside of normal working hours.

#### **Travis County**

no fees

**No refunds for any reason after 180 days from receipt of payment.**

Fee payable to Austin-Travis County Health and Human Services Department (ATCHHSD) Mail to:  
**EHSD Certificate of Occupancy • P.O. Box 142529 • Austin, TX 78714**