



FOOD LICENSE

NEW

Applicant will file an application at the Texas Alcoholic Beverage Commission (TABC) offices located at 401 E. Franklin Ste. 120, El Paso, Texas 79901 (915) 834-5860.

<http://www.tabc.state.tx.us/index.asp>

Applicant must register the business name with the County Clerk at the County Courthouse located at 500 E. San Antonio, El Paso, Texas 79901 (915) 546-2071.

<http://www.epcounty.com/records.htm>

Applicant will file an application with the El Paso Public Health Department located at City Hall 5th floor, 2 Civic Center Plaza, El Paso, Texas 79901 (915) 541-4434.

<http://www.elpasotexas.gov/health/food.asp>

Applicant is required to apply for a County Health Plumbing (CHP) Permit at the Development Services Department-5th floor, located at City Hall, 2 Civic Center Plaza, El Paso, Texas 79901.

<http://www.elpasotexas.gov>

Business Center clerk creates license and enters the required information from the Health Department application and informs applicant of County Health Plumbing (CHP) Permit. This permit is required for any business with a three compartment sink.

Business Center informs applicant the license will not be issued until the inspection from the Health Department is performed and passed.

Applicant can obtain the CHP permit and if the inspection fails, applicant hires a plumbing contractor for any plumbing work done and contractor needs to obtain another CHP permit. Plumbing contractor will call for an inspection.

Applicant needs to notify the Business Center of the inspection passed to issue the food license.

RENEWAL

Business Center mail out renewal notices one month before license expires.

Late renewals will incur a penalty fee.

Applicants with mobile, seasonal, and recurrent food licenses need to submit an application each year with the Health Department.

Applicant submits required payment in person or via mail.

Business Center clerk issues license and customer is issued and/or mailed license and receipt.

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susannah M. Byrd

District 3
Emma Acosta

District 4
Melina Castro

District 5
Rachel Quintana

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Beto O'Rourke

City Manager
Joyce A. Wilson



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TEMPORARY

Applicant need to submit an application with the Health Department.

A license number is not created, but fees are paid at Development Services Department / Business Center and applicant is issued a receipt along with a copy of the application.

Applicant must provide these documents for any temporary events.

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Expiration date on all food licenses is one year from the original date of issuance of the Health permit with the exception of the Temporary Food License.