



Peggy L. Bowles; Administrator  
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November 4, 2016

RE: Henry County Health Center Regulation NO 98-1 Amendment

Dear Henry County Food Establishments;

The Henry County Health Center, (“HCHC”) Board approved an amendment to the Food Regulation NO 98-1, at the October Board Meeting. This amendment stipulates what recourse will be taken if payment for inspections, permits, or training are not made promptly. The amendment is as listed:

*5.5 **Delinquent fee payments:** Inspection fees, follow-up fees and training fees, are due at the time of service. If the manager or person in charge is not able to provide the fee payment at the time of the service, the food establishment will have thirty calendar days to submit payment. If the payment is not received within the thirty calendar days a \$25.00 late fee will be charged each month that it is late, on top of the initial fees that were due. The notice of this late payment will be sent out via US Postal Service. If the payment remains outstanding for an additional ninety-calendar days, the HCHC will send out a press release and post on the HCHC Facebook page that the food establishment is currently operating without a Health Center Food Permit. If payment is submitted after the initial ninety day period, all initial fees plus the \$25 per month late fee is due before the food permit will be reissued.*

The Food Regulation Amendment will be effective beginning November 15, 2016. If you would like to review the Food Regulation in full, please go to our website at [www.henrycohealth.org](http://www.henrycohealth.org). If you have any questions, feel free to contact me at the number listed above. Thank you for your attention to this matter.

Sincerely,

Peggy L. Bowles  
HCHC Administrator

**Board Members: Steve Bradley, Gene Henry, Donni Kuck, Michelle Brown, Ernie Staashelm**  
HCHC Mission: “To protect the health and promote the wellness of the community.”