



## Morgan County Health Department

180 S. Main St., Ste. 252  
Martinsville, IN 46151  
765-342-6621

November 15, 2024

Dear Food Establishment Manager/Owner:

This letter is to inform you that your current Morgan County Food Establishment Permit will expire on Dec. 31, 2024. All food establishments must obtain a new permit by January 1, 2025, to remain operational.

Permit fees for establishments open all year are:

1 - 5 employees	\$140.00
6 - 9 employees	\$160.00
10 or more	\$180.00

Permit fees for establishments operating 6 months or less are:

1 - 5 employees	\$70.00
6 - 9 employees	\$80.00
10 or more	\$90.00

**Late Fees:** A \$25.00 fine will be assessed if the application is not postmarked by December 31, 2024, and \$50.00 if not postmarked by January 15, 2025.

**\*\*\*Your establishment will be subject to closure on or after Feb. 1, 2025, without a valid permit.\*\*\***

Exemption/Waiver from Permit Fee: The Department may waive the payment of permit fees for a not-for-profit organization. The fee exemption waiver may be found on our website.

**Online Payment:** You may also apply and pay for your food establishment permit on our website at:

<https://morgancounty.in.gov/egov/apps/action/center.egov?view=form;page=1;id=26>

**\*\*\* When required, include a copy of your Certified Food Protection Manager certificate.**

Sincerely,

Environmental Health Specialist  
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Environmental Health Specialist  
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