



Fats, Oils, and Grease Program  
 Food Service Establishment Permit Form  
[www.cityofwillard.org](http://www.cityofwillard.org)

Facility Name:	
Facility Address:	Phone:
Contact Name:	Phone:
Email:	
Health Department Permit ID #:	Water Account #

### Type of Facility

<input type="checkbox"/> Full Service Restaurant	<input type="checkbox"/> Cafeteria	<input type="checkbox"/> Bakery	<input type="checkbox"/> Coffee Shop
<input type="checkbox"/> Fast Food Restaurant	<input type="checkbox"/> Hospital	<input type="checkbox"/> Church	<input type="checkbox"/> Ice Cream Shop
<input type="checkbox"/> Carry out only	<input type="checkbox"/> School/College	<input type="checkbox"/> Nursing Home	<input type="checkbox"/> Club/Organization
<input type="checkbox"/> Other (describe)			

<b>Seating Capacity:</b>	<b>Number of Employees:</b>
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### Types of Kitchen Fixtures

<input type="checkbox"/> Deep Fryers	<input type="checkbox"/> 3 Compartment Sink	<input type="checkbox"/> Tilt Kettle	<input type="checkbox"/> Wok Range
<input type="checkbox"/> Grills	<input type="checkbox"/> 2 Compartment Sink	<input type="checkbox"/> Garbage Grinder	<input type="checkbox"/> Pre-Wash Sink
<input type="checkbox"/> Ovens	<input type="checkbox"/> 1 Compartment Sink	<input type="checkbox"/> Dishwasher	<input type="checkbox"/> Mop Sink

Types of Grease Removal:	Quantity & Size:	Serviced By:
<input type="checkbox"/> Outside Grease Interceptor		
<input type="checkbox"/> Indoor Manual Trap		
<input type="checkbox"/> Automatic Removal Device		
<input type="checkbox"/> Unknown		
<input type="checkbox"/> Other (describe)		

### Terms & Conditions

- I. An efficient fat, oils & grease (FOG) removal device or interceptor is required for any food service establishment (FSE) regardless of menu or number of meals served. The standard FOG removal device required within the City of Willard is a 1,000 gallon precast concrete outdoor unit.
- II. Upon request by the FSE, the City may grant a Conditional Variance from the standard 1,000 gallon precast concrete outdoor unit. Receiving a variance from the standard unit does not relieve the Permittee from the requirement of installing and operating a FOG removal device with type, size, efficiency, flow control, and capacity compliant with the latest International Plumbing Code version approved of by the City of Willard City Code. All drainage fixtures and equipment with the potential to contribute FOG shall be connected to a FOG removal device.
- III. An approved sampling manhole shall be located downstream of each individual FOG removal device prior to wastewater entering the City sewer main. All plumbing shall comply with the approved international Plumbing Code.

- IV. A solids interceptor shall be installed before the FOG removal device on each indoor FOG removal device system if a food waste grinder is connected. Solids separators and grease interceptors shall be sized and rated for the discharge of the food waste grinder. A solids interceptor is highly recommended even if a food waste grinder is not present.
- V. The Permittee shall implement best management practices (BMPs) to minimize the amount of FOG within the wastewater collection system, including, but not limited to, installation of sink drain screens, proper disposal of food waste into the trash, dry wiping pots & pans prior to immersing in a 3-vat sink or dishwasher, and the education of all food preparation staff concerning FOG removal procedures.
- VI. The introduction of any additives into a FOG removal device for the purpose of emulsifying or biologically and/or chemically treating FOG in lieu of necessary scheduled frequent maintenance is strictly prohibited.
- VII. Each FOG removal device and/or grease interceptor shall be maintained by removing the entire contents of the interceptor upon cleaning at a frequency that does not cause or contribute to a grease related collection system blockage for the Permittee, the City, or other users of the City wastewater collection system, including, but not limited to, increased maintenance requirements and/or sewage overflow from the collection system.
- VIII. The Permittee shall maintain and retain records, for a period of at least five (5) years of each service or cleaning activity recording the date of service, volume of material removed, name of hauler removing the material, and approved waste grease disposal location, regardless of final FOG disposal location.
- IX. The Permittee shall immediately notify the City upon any sale, lease, or transfer of operation of the FSE, change of facility name, changes to FOG removal and associated equipment, or changes to the menu that will increase the amount of FOG within the wastewater from the Permittee above what was previously approved in the facility FOG permit application.
- X. Immediate inspection access to any FOG removal device shall be granted to the City by the FSE during hours when FSE staff are operating the FOG removal device and/or associated related plumbing.
- XI. The City will conduct random unannounced inspections of and FOG removal device to verify compliance with the permit. Inspection deficiencies permit violations, and/or violations of the City Code are subject to enforcement action and penalties authorized by City Code.

The City may amend this permit and/or associated terms & conditions at any time during the term of the permit.

I have read and fully understand each line item of the terms and conditions of this permit. I understand that failure to fully comply with the terms and conditions of this permit or to negligibly violate any section of the Willard City Code or the International Plumbing Code will be punishable as outlined by the City Code. I certify under the penalty of perjury and law that this document was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel gather and evaluate the information submitted. Based upon my inquiry of the person or persons directly responsible for gathering the information, the information is, to the best of my knowledge and believe, true, accurate, and complete, I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Applicant Name	Print or Type	Date	Title
Applicant Signature			