FEE WAIVER APPLICATION

PERMITS ONLY

As stated in the Maricopa County Environmental Health Code, Ch.1, Reg. 5a, "No permit shall be issued, and no permit is valid, until the permit fee is received by the Department, except that the operator of a charitable nonprofit establishment (which operates to provide relief solely to the poor, distressed or underprivileged) may apply to the Board of Health for a waiver of permit fee. A waiver of fee may be granted only to the operator of an establishment, which maintains a current 501(c)(3) tax exempt designation from the Department of Treasury, Internal Revenue Service, who demonstrates to the Board of Health that payment of said fee will cause financial hardship. Board of Health granted fee waivers expire pursuant to the required permit listing in section c of this regulation. Application for a permit fee waiver shall be made using forms provided by the Department."

Fee waiver applications are presented to the Board of Health by the Maricopa County Environmental Services Department (MCESD) for processing. Invalid permits are not eligible for fee waiver consideration. Send the completed application and supporting documentation to MCESD, 1001 N. Central Avenue, Suite 200, Phoenix, Arizona 85004, fax 602-372-0904 or e-mail address feewaiver@mail.maricopa.gov . For questions call 602-372-1778.

NON-PROFIT ORGANIZATION'S NAME: _____

ESTABLISHMENT'S NAME: _____

ESTABLISHMENT'S ADDRESS: _____

CITY: _____ STATE: ____ ZIP CODE: _____ E-MAIL ADDRESS: _____

PERMIT TYPE(S): (e.g., restaurant, special event, food bank) _____

LIST PERMIT NUMBERS BELOW:

_____ _____ _____ _____

_____ _____ _____ _____

_____ _____ _____ _____

_____ _____ _____ _____

Please attach list of any additional permit numbers

FEE WAIVER APPLICATION

PERMITS ONLY

WHAT SERVICES ARE PROVIDED BY THE ESTABLISHMENT SOLELY FOR THE POOR, DISTRESSED OR UNDERPRIVILEGED?

_____
_____
_____
_____
_____
_____
_____
_____
_____

HOW WILL THE PERMIT FEE PAYMENT CAUSE FINANCIAL HARDSHIP FOR THE ORGANIZATION?

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

As the responsible agent for the above mentioned organization, I certify the information on this application and the attached document(s) is true and correct.

APPLICANT'S PRINTED NAME: _____ DATE: _____

APPLICANT'S TITLE: _____

APPLICANT'S PHONE: _____ APPLICANT'S E-MAIL ADDRESS: _____

APPLICANT'S SIGNATURE: _____

INSTRUCTIONS FOR
FEE WAIVER APPLICATION

PERMITS ONLY

(Please read carefully)

- Organization must be a nonprofit establishment holding a current 501(c)(3)
- Organization must provide relief solely for the poor, distressed or underprivileged
- Organization must demonstrate that payment of permit fee will cause financial hardship

The following must be submitted to Maricopa County Environmental Services Department (MCESD) 3 weeks before the next scheduled Board of Health meeting.

1. Completed fee waiver application.
2. A copy of the organization's current 501(c)(3)

PLEASE NOTE: ALL DOCUMENTS LISTED ABOVE MUST BE GIVEN TO MARICOPA COUNTY ENVIRONMENTAL SERVICES DEPARTMENT (MCESD) BEFORE THE BOARD OF HEALTH CAN CONSIDER GRANTING A FEE WAIVER

The Board of Health is scheduled to meet on the 4th Monday in January, April, July and October

DO NOT SUBMIT THIS PAGE WITH FEE WAIVER APPLICATION