

**Notification of Intent to Operate a  
Special Transitory Food Unit (STFU)**

Must be **received** four (4) days prior to event.

Name of Business: \_\_\_\_\_ Phone \_\_\_\_\_  
Business Address: \_\_\_\_\_  
Number: \_\_\_\_\_

Name of Operator: \_\_\_\_\_

Name of STFU Unit: \_\_\_\_\_ License \_\_\_\_\_  
Number \_\_\_\_\_

Name of Event: \_\_\_\_\_

Operation: Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
Hours of Operation: \_\_\_\_\_

Location of Operation: (Be specific)  
Operation Site: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ County: \_\_\_\_\_

Phone number of operator during the event: \_\_\_\_\_

Name of the Local Health Department or  
MDA Regional Office where the STFU is Licensed: \_\_\_\_\_  
(See agency list for choices)

Are you requesting a paid inspection? Yes \_\_\_\_\_ No \_\_\_\_\_

**Michigan's Food Law States That a STFU License Holder Shall:**

- Before serving food within the jurisdiction of a local health department, notify the local health department in writing (use the form provided above) of each location in the jurisdiction at which food will be served and the dates and hours of service. The license holder shall mail the notice by first-class mail or deliver the notice not less than 4 business days before any food is served or prepared for serving within the jurisdiction of the local health department.
- While in operation, request and receive 2 inspections per licensing year. A local health department and the department shall charge a fee of \$90.00 for such an inspection.
- Send a copy of all inspection reports to the **regulatory authority that approved the license** within 30 days after receipt.

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FOR LOCAL HEALTH DEPARTMENT / MDA REGIONAL OFFICE USE:

Date of receipt of Notification \_\_\_\_\_

<b>Michigan Local Health Departments &amp; MDA Regional Offices</b>
Allegan County Health Department 3255 122 <sup>nd</sup> Ave Suite 200 Allegan, Michigan 49010 Ph: (269) 673-5411 FAX: (269) 673-4172
Barry-Eaton District Health Dept. 1033 Health Care Drive Charlotte, Michigan 48813 Ph: (517) 541-2615 FAX: (517) 543-7737 or (517) 541-2686
Bay County Health Department 1200 Washington Avenue Bay City, Michigan 48708 Ph: (989) 895-4006 FAX: (989) 895-4014
Benzie-Leelanau District H. D. 6051 Frankfort Highway, Ste. 100 Benzonia, MI 49616 Ph: (231) 882-4409 FAX: (231) 882-2204
Berrien County Health Department 2106 South M-139 Benton Harbor, Michigan 49022 Ph: (269) 927-5623 FAX: (269) 927-2960
Branch-Hillsdale-St. Joseph Community Health Agency Human Services Building 570 Marshall Road Coldwater, Michigan 49036 Ph: (517) 279-9561 X 106 FAX: (517) 278-2923
Calhoun County Health Dept. 190 E. Michigan Avenue Battle Creek, Michigan 49017 Ph: (269) 969-6341 FAX: (269) 969-0035
Central Michigan District H. D. 2012 E. Preston Avenue Mt. Pleasant, Michigan 48858 Ph: (989) 772-8147 FAX: (989) 772-5959 <b>Counties: Arenac, Clare, Gladwin, Isabella, Osceola, Roscommon</b>
Chippewa County Health Dept. 508 Ashmun Street, Suite 120 Sault Ste. Marie, Michigan 49783 Ph: (906) 635-3620 FAX: (906)253-1466
City of Detroit Health Department Herman Kiefer Health Complex 1151 Taylor Detroit, Michigan 48202 Ph: (313) 876-4502 FAX: (313) 871-5363
Public Health Delta & Menominee Counties 2920 College Avenue Escanaba, Michigan 49829-9597 Delta: (906) 786-9692 Fax: (906) 789-8147 Menominee: 863-4451 Fax: 863-7142
Dickinson-Iron District Health Dept. 601 Washington Avenue Iron River, Michigan 49935 Ph: (906) 265-9913 FAX: (906) 265-2950
District Health Department #2 630 Progress Street West Branch, Michigan 48661 Ph: (989) 345-5020 FAX: (989) 343-1899 <b>Counties: Alcona, Iosco, Ogemaw, Oscoda</b>
District Health Department #4 100 Woods Circle Alpena, Michigan 49707 Ph: (989) 356-4507 FAX: (989) 354-0855 <b>Counties: Alpena, Cheboygan, Montmorency, Presque Isle</b>
District Health Department #10 521 Cobbs Street Cadillac, Michigan 49601 Ph: (231) 775-9942 FAX: (231) 775-5372 <b>Counties: Crawford, Kalkaska, Lake, Manistee, Mason, Mecosta, Missaukee, Newaygo, Oceana, Wexford</b>
Genesee County Health Dept. 630 S. Saginaw Street Flint, Michigan 48502-1540 Ph: (810) 257-3603 FAX: (810) 257-3125

Grand Traverse Co. Health Dept. 2650 LaFranier Rd Traverse City, Michigan 49686 Ph: (231) 995-6051 FAX: (231) 995-6033
Huron County Health Department 1142 S. Van Dyke Bad Axe, Michigan 48413 Ph: (989) 269-9721 FAX: (989) 269-4181
Ingham County Health Department 5303 S. Cedar, P.O. Box 30161 Lansing, Michigan 48909 Ph: (517) 887-4312 FAX: (517)887-4560
Ionia County Health Department 175 East Adams Street Ionia, Michigan 48846 Ph: (616) 527-5341 FAX: (616) 527-8202
Jackson County Health Dept 1715 Lansing Avenue Suite 221 Jackson, Michigan 49202 Ph: (517) 788-4433 FAX: (517) 788-4616
Kalamazoo Co. Human Serv. Dept. Nazareth Complex 3299 Gull Road, P.O. Box 42 Nazareth, Michigan 49074-0042 Ph: (269) 373-5210 FAX: (269) 373-5353
Kent County Health Department 700 Fuller Avenue Grand Rapids, Michigan 49503 Ph: (616) 632-7100 FAX: (616) 632-7084
Lapeer County Health Department 1800 Imlay City Road Lapeer, Michigan 48446 Ph: (810) 667-0392 FAX: (810) 667-0283
Lenawee County Health Dept. 1040 S. Winter, Suite 2328 Adrian, Michigan 49221-3871 Ph: (517) 264-5202 FAX: (517) 264-0790
Livingston County Health Dept. 2300 East Grand River, Suite #102 Howell, Michigan 48843-7578 Ph: (517) 546-9858 FAX: (517) 546-9853
Luce-Mackinac-Alger-Schoolcraft District Health Department County Road 428, P.O. Box 398 Newberry, Michigan 49868 Ph: (906) 293-5107 FAX: (906) 293-5453
Macomb County Health Dept. 43525 Elizabeth Road Mt. Clemens, Michigan 48043 Ph: (586) 469-5236 FAX: (586) 469-6534
Marquette County Health Dept. 184 U.S. 41 East Negaunee, Michigan 49866 Ph: (906) 475-4195 FAX: (906) 475-6500
Mid-Michigan District Health Dept. 615 N. State Road, Suite 2 Stanton, Michigan 48888 Ph: (989) 831-3607 FAX: (989) 831-9227 <b>Counties: Clinton, Gratiot, Montcalm</b>
Midland County Health Department 220 W. Ellsworth Street Midland, Michigan 48640-5194 Ph: (989) 832-6679 FAX: (989) 832-6628
Monroe County Health Department 2353 S. Custer Road Monroe, Michigan 48161 Ph: (734) 240-7900 FAX: (734) 240-7948
Muskegon County Health Dept. 209 East Apple, Suite D104 Muskegon, Michigan 49442 Ph: (231) 724-4406 FAX: (231) 724-3366
Northwest MI. Com. Health Agency 220 W. Garfield Charlevoix, Michigan 49720 Ph: (231) 547-6523 FAX: (231) 547-6238 <b>Counties: Antrim, Charlevoix, Emmet, Otsego</b>
Oakland County Health Dept. 1200 N. Telegraph Road, Dept.432 Pontiac, Michigan 48341-0432 Ph: (248) 858-1312 FAX: (248) 452-9758

Ottawa County Health Department 12251 James St. Suite 200 Holland, Michigan 49424 Ph: (616) 393-5645 FAX: (616) 393-5643
Saginaw County Health Department 1600 N. Michigan Avenue Saginaw, Michigan 48602 Ph: (989) 758-3686 FAX: (989) 758-3711
St. Clair County Health Department 3415 28th Street Port Huron, Michigan 48060 Ph: (810) 987-5306 FAX: (810) 985-2150
Sanilac County Health Department 171 Dawson Street Sandusky, Michigan 48471 Ph: (810) 648-2150 X124 FAX: (810) 648-2646
Shiawassee County Health Dept. 201 N. Shiawassee Street Corunna, Michigan 48817 Ph: (989) 743-2250 FAX: (989) 743-2413
Tuscola County Health Department 1309 Cleaver Road Caro, Michigan 48723-8114 Ph: (989) 673-8114 FAX: (989) 673-7490
Van Buren-Cass District H. D. 57418 County Road 681 Hartford, Michigan 49057 Ph: (616) 621-3143 FAX: (616) 621-2725
Washtenaw County Department of Environmental Health 705 N. Zeeb Rd, P.O. Box 8645 Ann Arbor, MI 48107-8645 Ph: (734) 222-3800 FAX: (734) 222-3930
Wayne County Health Department 5454 S. Venoy Wayne, Michigan 48184 Ph: (734) 727-7400 FAX: (734) 727-7421
Western Upper Peninsula District .H.D. 540 Depot Hancock, Michigan 49930 Ph: (906) 482-7382 FAX: (906) 482-9410 <b>Counties: Baraga, Gogebic, Houghton, Keweenaw, Ontonagon</b>
<b>MDA Regional Offices</b> <b>Region 1:</b> 701 S. Elmwood, Ste. 9, Traverse City, MI. 49684, Ph: (888) 684-1158, FAX: (231) 922-5236. <b>Region 2:</b> 701 S. Elmwood, Ste. 9, Traverse City, MI. 49684, Ph: (231) 922-5210 FAX: (231) 922-5236. <b>Region 3:</b> State Office Bldg., 350 Ottawa NW-Unit#1, Grand Rapids, MI. 49503, Ph: (616) 356-0600 FAX: (616) 356-0622 <b>Region 4:</b> 1585 Tittabawassee Rd., Saginaw, MI. 48604, Ph: (989) 758-1778 FAX: (989)758-1484, <b>Region 5:</b> 4032 M-139, Bldg. 116, St. Joseph, MI. 49085, Ph: (269) 428-2546 FAX: (269) 429-1007. <b>Region 6:</b> PO Box 30017, Lansing, MI. 48909 Ph: (517) 373-1060 FAX: (517) 373-3333. <b>Region 7:</b> 3066 W Grand Blvd, Ste. 3-300, Detroit MI 48202, Ph: (313) 456-1300, FAX (313) 456-3388