

COURT HOUSE GROCERIES

VALID BUSINESS LICENSE VERIFICATION

I. PRIMARY BUSINESS REGISTRATION

Explanation: This section captures the official registration details of your business with the state or municipality. It proves that the entity is legally authorized to conduct commercial trade.

Benefit: Establishes the vendor as a legitimate, law-abiding entity, which is a prerequisite for any Court House Groceries procurement contract.

LEGAL BUSINESS NAME

REGISTRATION NUMBER

ISSUING MUNICIPALITY/STATE

LICENSE TYPE (E.G., GENERAL RETAIL)

II. LICENSE VALIDITY & STANDING

Explanation: Focuses on the current status of the business license. Licenses must be active and in "Good Standing" with the Secretary of State.

Benefit: Protects the court from entering into agreements with suspended or defunct entities, ensuring long-term operational stability.

EFFECTIVE DATE

EXPIRATION DATE

RENEWAL STATUS

SECRETARY OF STATE FILE #

COURT HOUSE GROCERIES

FOOD HANDLER'S PERMIT & HEALTH CERTIFICATION

III. DEPARTMENT OF HEALTH CREDENTIALS

Explanation: This section requires the details of the specific permit issued by the local health department. This is the primary proof of sanitary compliance.

Benefit: Ensures that your operation meets critical health safety regulations, minimizing the risk of foodborne illnesses within the court's supply chain.

HEALTH DEPARTMENT PERMIT #

LAST INSPECTION DATE

HEALTH INSPECTION SCORE/GRADE

PERMIT CLASSIFICATION

IV. CERTIFIED FOOD SAFETY MANAGERS

Explanation: Identifies the key personnel responsible for maintaining food safety standards on-site. Documentation for each manager must be provided.

Benefit: Guarantees that the vendor's staff are professionally trained in Hazard Analysis Critical Control Point (HACCP) principles.

LEAD MANAGER NAME

CERTIFICATION # (E.G., SERVSAFE)

CERTIFICATION EXPIRATION DATE

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OPERATIONAL SANITATION PROTOCOLS

V. FACILITY SANITATION STANDARDS

Explanation: Outlines the specific cleaning and sanitation protocols used at the distribution or manufacturing site as mandated by the health permit.
Benefit: Provides the court with documented assurance that products are stored and handled in a sterile environment, meeting Fortune 100 quality standards.

DESCRIPTION OF DAILY SANITATION PROCEDURES

VI. PEST CONTROL & WASTE MANAGEMENT

Explanation: Details the systems in place to manage biological risks. Proof of a third-party pest control contract is typically required in this section.
Benefit: Prevents physical contamination of grocery products, maintaining the integrity of the court's food supply.

PEST CONTROL SERVICE PROVIDER

FREQUENCY OF SERVICE

WASTE REMOVAL & GREASE TRAP PROTOCOL (IF APPLICABLE)

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COMPLIANCE ATTESTATION & SUBMISSION

VII. REGULATORY DISCLOSURE

Explanation: Mandatory disclosure of any past violations, citations, or temporary closures issued by the health department or licensing board.

Benefit: Allows the court to perform due diligence on the vendor's history of compliance, ensuring only the most reliable partners are selected.

HAVE YOU HAD ANY HEALTH CITATIONS IN THE LAST 24 MONTHS?

YES (Provide details below)

NO

CORRECTIVE ACTION TAKEN (IF APPLICABLE)

VIII. VENDOR WARRANTY & SIGNATURE

Explanation: Final legal acknowledgment. By signing, the vendor warrants that the Business License and Food Handler's Permit are authentic and that they will remain compliant with all local laws.

Benefit: Solidifies the legal trust and standard of care required for Court House Groceries operations.

I, the undersigned, hereby declare that the information provided regarding our Business License and Food Handler's Permit is true and accurate. I understand that maintaining these credentials is a continuous requirement of our vendor status. I acknowledge that any revocation or suspension of these permits must be reported to the Court House Groceries Compliance Office within 24 hours.

AUTHORIZED BUSINESS OWNER SIGNATURE

DATE SIGNED

PRINTED NAME & TITLE

COMPANY STAMP/SEAL