



City of West Haven Health Department  
355 Main Street  
West Haven, CT 06516

Nancy R. Rossi  
Mayor

Maureen B. Lillis, MPH  
Director of Health

Date: July 20, 2022

TO: FOOD SERVICE ESTABLISHMENTS

From: City of West Haven Health Department

**Subject: 2022 – 2023 Food Service Renewal**

Enclosed you will find your 2022 – 2023 Food Service Renewal application for this licensure year. The label on the application contains your payment amount and information of your establishment as it appears in our database.

Please review and completely fill out the blank application. Please be sure to add your email address to the application on the appropriate line for alerts and correspondence.

*In addition, proof of payment of your current and any delinquent tax obligations **must** be presented to this office by obtaining a tax stamp on this application in the appropriate box provided OR proof of receipt from the tax department. You can verify the status of your tax bill with the West Haven Tax Collector at 203-937-3525. Failure to pay delinquent taxes will result in suspension of your food license.*

Return the completed application with (1) a copy of your Certified Food Protection Manager Certificate (2) your updated menu (please see the attached for compliant menu updates) and (3) the appropriate fee to:

**West Haven Health Department  
355 Main Street, 2<sup>nd</sup> Floor  
West Haven, CT 06516**

Or, drop off at the Health Department help desk. Office hours are Monday – Friday, 9am - 12 pm and then 2pm – 5pm. Between 12 – 2 pm we are closed for lunch. If paying with cash, only exact amount accepted.

You may pay your license fee by check, cash, money order or pay online with a credit card at the Health Department website by visiting: [www.cityofwesthaven.com/164/Health-Department](http://www.cityofwesthaven.com/164/Health-Department) . See “Online Payments”.

**355 Main Street, West Haven, Connecticut, 06516**  
**Phone: (203) 937-3660 Fax: (203) 937-3976**  
[www.whhd.org](http://www.whhd.org)

A \$10 per day late fee will be assessed for all applications not received or postmarked before October 1, 2022.

Once your application has been received, your new license will be mailed or delivered to the establishment.

If you have any questions, please call the office at 203-937-3660

Sincerely,

Maureen Lillis, MPH  
Director of Health