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**Cleveland County**  
NORTH CAROLINA

**APPLICATION FOR PERMIT TO OPERATE A  
CATERED ELDERLY NUTRITION SITE**

(Food prepared off-site)

Name of Facility: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Facility Phone #: \_\_\_\_\_

Operator of Business: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Contact Phone #s: \_\_\_\_\_

Email Address: \_\_\_\_\_

Owner of Building: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Contact Phone #s: \_\_\_\_\_

Please answer the following questions:

Is the facility provided with public sewer or an individual septic system? \_\_\_\_\_

Is the facility provided with public water or an individual well? \_\_\_\_\_

How many seats will be provided for dining? \_\_\_\_\_

Do you plan to serve more than a catered lunch meal? (ex. breakfast) \_\_\_\_\_

Will you be providing a garbage dumpster? \_\_\_\_\_ Or individual trash cans? \_\_\_\_\_

Will you be preparing any foods or drinks on-site? \_\_\_\_\_

Please submit the following with the application:

- Zoning approval
- Letter of agreement from catering facility to deliver meals
- Floor plan drawn to scale showing location of hand sink, utensil sink, refrigerator, mop sink, storage areas, bathrooms, garbage storage, etc.
- List of floor, walls and ceiling finishes in each room on site including bathrooms.

*You will be responsible for obtaining approval from appropriate zoning and building inspection departments. Their numbers are included below to assist you.*

**ZONING / BUILDING INSPECTION**

Shelby 704-484-6805

Kings Mountain 704-734-4599

Cleveland County 980-484-4975/4997

**FIRE MARSHALLS**

704-484-6816

704-734-0555

704-481-4841

If your business will be located in any jurisdiction other than those listed above, please check with your city manager and/or town hall for permitting assistance.

Proposed Opening Date: \_\_\_\_\_

Date Application Submitted: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

**Applications can be submitted in person or by mail to:**

Cleveland County Permits Office

1333 Fallston Road

Shelby, NC 28150