



STATE USE ONLY	
Registration # _____	
Ck # _____ Amt _____	
Date _____	

# Application for Registration/Renewal as a Manufactured Food or Storage Facility

July 1, 2016 – June 30, 2017

Colorado Revised Statutes (CRS) § 25-5-426 requires registration of wholesale manufacturing, packaging and storage facilities.

**If your business is no longer in operation, provide the date of closure \_\_\_\_\_ and return this form.**

Type of ownership:

- Individual (complete the affidavit of residency)  Corporation (LLC, S-Corp, etc.)  Non-profit (includes government)

1. Legal Ownership/Corporate Name: \_\_\_\_\_

Trade name or DBA, if different from above: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
Street/PO Box Unit City State Zip

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_ Email: \_\_\_\_\_

Hours/days of operation: \_\_\_\_\_

2. Owner name(s): \_\_\_\_\_ Owner phone #: \_\_\_\_\_

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

3. Onsite contact (POC) Name(s): \_\_\_\_\_

POC phone #: \_\_\_\_\_ POC email: \_\_\_\_\_

4. Address where production/manufacturing will occur, or where product will be stored:

\_\_\_\_\_ Street/PO Box Unit City State Zip

5. Fees required (GAS: Gross Annual Sales)

No fee categories:

- Small: GAS \$15,001 to \$50,000 (\$185/year)  
 Medium: GAS \$50,001 to \$150,000 (\$307/year)  
 Large: GAS over \$150,001 (\$390/year)

- Very small (GAS less than \$15,000)  
 Non-profit organization  
 Grain storage

**Fees are not pro-rated.**

6. Type of business (check all that apply and see page 2 for definitions)

- Manufacturer  Warehouse  Repacker  Shellfish dealer  Salvage  Grain storage  
 Brand owner  Co-packer  Commissary/Shared Kitchen

7. List **all finished** product(s) stored or manufactured (pastries, salsas, etc.): \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



8. Do any of your products contain marijuana or industrial hemp?  Marijuana  Industrial Hemp

If you selected "marijuana", you need to contact the Department of Revenue, Marijuana Enforcement Division at 303-205-8421, or visit [www.colorado.gov/enforcement/marijuanaenforcement](http://www.colorado.gov/enforcement/marijuanaenforcement).

9. Do your ingredients or finished products ship across state lines? If yes, list states and/or countries: \_\_\_\_\_

10. Indicate water source used at the production or warehouse facility:  Municipal/Public  Private/Well

11. Are you registered with the FDA?  Yes  No To register, go to [www.fda.gov/food](http://www.fda.gov/food)

By signing below, you agree that completion of this application, as well as submission of payment, does not constitute an automatic approval to operate. Your application and supporting documents must be reviewed for completeness, and we will contact you if we have any questions.

Signature of person completing application: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

### Incomplete applications may delay processing time.

### Definitions

**Co-packer:** A company that manufactures and packages foods or similar products for outside clients.

**Brand owner:** A business that has a food product that they do not manufacture and may or may not distribute.

**Commissary kitchen:** An established commercial kitchen where food manufacturers can go to prepare, package and store food.

**Grain/Grain Storage:** Grain means a small hard fruit or seed produced by a cereal grass and the seeds of such plants as a whole. Grain storage means any establishment, structure, or structures under one management at one physical location that holds grain without further manufacturing or processing after harvest. (CRS § 25-5-426, b.2, b.3).

**Non-profit:** Means a charitable entity that provides food to the public, including, but not limited to, food banks and non profit food facilities. To qualify, the entity shall be exempt from paying federal income tax under the federal internal revenue code. (CRS § 25-5-426, d.5)

#### To remit payment:

Make checks payable to CDPHE.

Mail completed application and any additional information to:

Colorado Department of Public Health & Environment  
Division of Environmental Health & Sustainability  
4300 Cherry Creek Drive South, DEHS A2  
Denver, CO 80246-1530

#### Questions?

1. Call us at (303) 692-3645, option 2.
2. Email us at [cdphe\\_mfgfd@state.co.us](mailto:cdphe_mfgfd@state.co.us).

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