



CITY OF HARTFORD

DEPARTMENT OF HEALTH AND HUMAN SERVICES

Environmental Health Division

131 Coventry Street

Hartford, Connecticut 06112

Telephone: (860) 757-4760 Fax: (860) 722-6677

www.hartford.gov



FOOD SERVICE LICENSE REQUEST FOR REPLACEMENT LETTER GRADE CARD

In accordance with Chapter 14 Article 1 of the Hartford Municipal Code, in the event that the Letter Grade Card is stolen or damaged the food establishment shall notify the Environmental Health Division of the Department of Health and Human Services immediately. A replacement Letter Grade Card will be replaced within one business day of a request for a **twenty five dollar (\$25.00) fee**. Letter Grade Cards will not be replaced **without** payment of the **twenty five dollar (\$25.00) fee**. Please note that failure to request a replacement card within 24 hours of the theft of the Letter Grade Card is a violation of the chapter and may result in suspension or revocation of the food establishment's permit and shall be punishable as specified in Sections 14-9, 14-11 and 14-12.

Name of Establishment: _____ Establishment Phone: _____

Address of Establishment: _____

Name of Owner: _____
(If corporation, please list name of contact person)

Date of Last Foodservice Inspection: _____

Requestor's Signature _____

Date _____