



# ULSTER COUNTY DEPARTMENT OF HEALTH

239 Golden Hill Lane, Kingston, NY 12401-6441, (845) 340-3010, Fax (845) 340-3045

**JEN METZGER**

*County Executive*

**CAROL M. SMITH, MD, MPH**

*Commissioner of Health*

## COMMISSARY LETTER

Commercial Kitchen (Commissary): \_\_\_\_\_

Permit / License #: \_\_\_\_\_

Vendor (Business Name): \_\_\_\_\_

As of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_ (vendor) has permission to use the licensed commercial kitchen of \_\_\_\_\_ to prepare, clean and store products related to the day-to-day operations of licensed vendor including:

- Fresh water supply
- Grey water disposal
- Dry/refrigerated food storage
- Ware-washing facilities
- Garbage removal
- Food preparation

Vendor must follow all food safety regulations and any and all rules required by commercial kitchen operator.

This agreement must be renewed at the time of permit renewal. As part of the permit renewal, a copy of Commissary permit/license to operate must be submitted with all required documents.

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Commercial Kitchen Owner/Operator