Regulatory & Environmental Affairs Division
West Virginia Department of Agriculture
1900 Kanawha Blvd., E., Charleston, WV 25305
304-558-2227

Kent Leonhardt
Commissioner

Amie Minor
Director

APPLICATION FOR FISH PROCESSING LICENSE

Firm Name: _____

Place of Operation: _____

Mailing Address: _____

_____

_____

Person to Receive Official Notices: _____

Telephone: _____ Fax: _____

Owner(s): _____

Manager(s): _____

Average Finished Product Poundage Per Year: _____

Class	Average Finished Product Poundage Per Year	Annual Fee
Small	1-25,000	$25.00
Medium	25,001 - 50,000	$50.00
Large	over 50,000	$75.00

Application is hereby made and a fee of $ _____ (based on the average finished product poundage) is enclosed for a Fish Processing License to process fish in West Virginia. The License is for the period June 1, 20____ and ending May 31, 20____. Please make checks payable to the West Virginia Department of Agriculture. Return this application and the required fee in the envelope provided within 15 days of the date that you intend to engage in business. Be sure to enclose three (3) complete sets of blueprints or drawings of the facility, a letter from the State or County Health Department stating that the water supply has been tested and is acceptable and sewage system is acceptable. A Hazard Analysis Critical Control Point Plan for the facility must be submitted with the application.

I certify that the above information is correct and that a check or money order made payable to the West Virginia Department of Agriculture is attached. I understand that the Commissioner of Agriculture may deny this license application, should he or she find cause to do so under the authority of West Virginia Code 19-29-1 et seq. or 61-23A-1 et seq.

_____ _____ _____

Signature of Authorized Representative | Typed of Printed Name | Date