

ERIE COUNTY DEPARTMENT OF HEALTH PERMIT APPLICATION

FOR INFORMATION CALL (716) 961-6800

AGENCY USE ONLY

Permit Number	508 Type	Sub-Type	CT	District	Permit Date	Exp. Date

This application is not a permit.

**Operation of a regulated facility without a valid permit is a violation of the Sanitary Code.
This application must be submitted at least 21 days before the start of operation or prior to
the expiration date of the existing permit.**

Owner is to complete only new or revised data. **PLEASE PRINT.**

Facility Name: _____

Facility Address: _____

Facility City, Town, Village: _____

Facility Phone: _____

City, Town, or Village where facility is located if different from mailing address: _____

Operator Name (Corporation must use Corporate Name): _____

Operator Address: _____

Operator Phone: _____

Corporation President, Operator or person responsible for operation: _____

Business E-Mail Address: _____

Facilities included in this Application:

APPLICATION CONTINUED ON OTHER SIDE

Your listed billing address is: _____

TOTAL FEE DUE:

(See current Erie County Health Dept. Fee Schedule)

Mark "X" under day(s) operating

M	T	W	TH	F	SAT	SUN

Indicate normal hours of operation

Open	Close
am/pm	am/pm

If this application is approved, the undersigned applicant hereby agrees to operate the facility described on the other side in complete compliance to the New York State Sanitary Code and any other rules, codes, regulation applicable to its operation. Applicant also acknowledges that worker's compensation and disability are in force as required.

Send completed application and fee to:

Erie County Department of Health
503 Kensington Avenue
Buffalo, N.Y. 14214

Date _____ Signature of Operator _____

Title _____

**PLEASE MAKE CHECK PAYABLE TO THE
"COMMISSIONER OF FINANCE"**

The current fee schedule is available at the Erie County Health Department web page at:

Please contact the Health Department at (716) 961-6800 if you have any questions.

ATTENTION FOOD SERVICE ESTABLISHMENT OWNER/OPERATOR/MANAGER:

When handling, preparing, and serving ready-to-eat foods, **ALL** food service workers must use disposable gloves, utensils, deli wraps or an equivalent barrier to prevent bare hand contact with the food item.

Ready-to-eat food items include foods that will not be subsequently cooked (or reheated) before service to the consumer.

Failure to ensure that food service workers at your facility comply with this requirement can result in an enforcement action and fines against the permit holder.

Worker's Compensation and Disability Insurance Information

Proof of insurance is required for permit issuance

§57 and §220[8] of NYS Worker's Compensation Law require State and municipal entities, prior to issuing permits or licenses, to ensure that businesses applying for those permits or licenses have appropriate Worker's Compensation and Disability Benefits Insurance coverage.

Workers' Compensation: Indicate Below and Submit Certificate with Application

- Form C-105.2 – Certificate of Worker's Compensation Insurance (issued by the applicant's insurance carrier); **OR**
- Form U-26.3 – Certificate of Workers' Compensation Insurance (issued by the State Insurance Fund); **OR**
- Form SI-12 – Certificate of Workers' Compensation Self-Insurance, **OR**
- GSI – 105.2 – Certificate of Participation in Workers' Compensation Group Self-Insurance

AND

Disability Benefits: Indicate Below and Submit Certificate with Application

- DB-120.1 - Certificate of Disability Benefits (issued by the applicant's insurance carrier); **OR**
- Form DB-155 – Certificate of Disability Benefits Self-Insurance

When WC/DB coverage IS NOT provided: Indicate Below and Submit Form CE-200 with Application

- Form CE-200 – Certificate of Attestation of Exemption from NYS Workers' Compensation and/or Disability Benefits Coverage (Must be submitted with Application if WC/DB coverage is not provided)

Note: CE-200 can be applied for online by visiting:

http://www.wcb.ny.gov/content/ebiz/wc_db_exemptions/requestExemptionOverview.jsp

The user will be redirected to <https://www.businessexpress.ny.gov/> and will be required to create an account.

See additional instructions on reverse of this page

QUESTIONS ON WORKER'S COMPENSATION/DISABILITY BENEFITS INSURANCE COVERAGE REQUIREMENTS OR FORMS SHOULD BE DIRECTED TO:

www.wcb.ny.gov

Or:

Worker's Compensation Board District Office

**Ellicott Square Building
295 Main Street, Suite 400
Buffalo, NY 14203**

(877) 632-4996

HOURS – 8:30 AM to 4:30 PM

Certificate of Attestation of Exemption



Workers'
Compensation
Board

Instructions for obtaining and filing a Certificate of Attestation of Exemption from Workers' Compensation and/or Disability and Paid Family Leave Benefits (CE-200) through New York Business Express

Follow these steps:

1. Go to businessexpress.ny.gov.
2. Select **Log in/Register** in the top right-hand corner. A NY.gov Business account is required.
3. If you **do not have** a NY.gov business account, go to [step 4](#) to set up your account. If you **have** a NY.gov log-in and password, go to [step 16](#).
4. Select **Register with NY.gov** under New Users.
5. Select **Proceed**.
6. Enter the following:
 - First and Last Name
 - Email
 - Confirm Email
 - Preferred Username (check if username is available)
7. Select **I'm not a robot**.
 - You may have to complete a Captcha Verification before proceeding.
8. Select **Create Account**.
 - If you already have a NY.gov account, the screen will display your existing accounts, either Individual or Business.
 - Do one of the following:
 - If the account(s) shown is a NY.gov Individual account, select **Continue**.
 - If the account(s) shown is a NY.gov Business account, select **Email Me the Username(s)**.
9. Verify that the account information is correct.
 - Select **Continue**.
10. An activation email will be sent.
 - If you do not receive an email, see the **No Email Received During Account Creation** page.
11. Open your activation email and select **Click Here**.
 - Specify three security questions.
 - Select **Continue**.
12. Create a password (must contain at least eight characters).
13. Select **Set Password**. You have successfully activated your NY.gov ID.
14. Select **Go to MyNy**.
 - At the top of the screen select **Services**.
 - Select **Business**.
 - Select **New York Business Express**.
 - Select **Log in/Register**.
15. On the New York Business Express home page, do one of the following:
 - Scroll down to Top Requests and select **Certificate of Attestation of Exemption**, or
 - Search Index A-Z for **CE-200**.
16. Under **How to Apply**:
 - Select **Apply as a Business**, or
 - Select **Apply as a Homeowner** (applies to those obtaining permits to work on their residence).
17. Complete application screens.
18. Review Application Summary.
19. Attest and submit.

You will receive an email when your certificate has been issued.

To view your certificate:

- Select **Access Recent Activity** from your email, or
- Access businessexpress.ny.gov, and then access your **Dashboard** (under your login name on right).

Print and **sign** the **Certificate of Attestation of Exemption**.

Submit your **CE-200** for your license, permit or contract to the issuing Agency.