



South Carolina
DEPARTMENT OF AGRICULTURE
 RETAIL FOOD SAFETY & COMPLIANCE DEPARTMENT
 350 Ballard Court, West Columbia, SC 29172

Hugh E. Weathers, Commissioner

SC REGULATION 61-25, RETAIL FOOD ESTABLISHMENTS REQUEST FOR A CONSTRUCTION/EQUIPMENT VARIANCE

Date _____ Permit Number *If issued* _____

Retail Food Establishment/Organization Name _____

Physical Address _____

City _____ State _____ Zip _____

Are you applying for multiple locations? Yes No If yes, please attach a list of facilities to this application.

Person in Charge (Owner) _____

Phone _____ Email _____

Variance Requested For Construction Equipment

Per Regulation 61-25, Section 8-103.10 – Modifications and Waivers

(B) When a retail food establishment desires to use a construction procedure inconsistent with the regulation or use materials and/or equipment other than specified in this regulation, a variance may be requested from the Department. Such a request shall:

1. Be submitted in writing, and
2. Include a description of the material(s), equipment, and/or construction procedure(s) proposed, and
3. *Identify the material, equipment and/or procedure required by the regulation, and attach proof of equivalency – e.g. equipment specification sheets, pictures, or information about material composition of the equipment.

*Reference Regulation 61-25 Sections 4-1 *Materials for Construction and Repair*, and 4-2 *Design and Construction*.

 Owner/Person in Charge Signature Name (print) Submittal Date

RETURN BY EMAIL OR MAIL TO

SCDA Retail Food Safety & Compliance
food-variances@scda.sc.gov

350 Ballard Court
 West Columbia, SC 29172

SCDA USE ONLY

The request is: Approved Denied Additional Information Required

Comments _____

SCDA Representative _____ Date _____

Personal information provided on this document is subject to public scrutiny or release.



INSTRUCTIONS FOR COMPLETING REQUEST FOR A CONSTRUCTION/EQUIPMENT VARIANCE

INSTRUCTIONS

1. Provide the date.
2. Provide the permit number if one has been assigned to the establishment.
3. Provide the establishment name.
4. Provide the establishment's physical address to include the city and zip code.
5. If the request will apply to multiple locations, mark the box and attach a list of facilities to include the establishment name (if different from the one provided in item 1.), and physical address to include city and zip code.
6. Provide the name of the person in charge or owner.
7. Provide a contact telephone number including the area code.
8. Provide the contact email address.
9. Mark the box indicating the type of variance requested.
10. Form should be signed and dated by the person in charge (owner).
11. Submit form along with supporting documentation for the variance, to the email or mailing address provided on this form.

OFFICE MECHANICS & FILING

This form is maintained under the retention schedule 11701 – Retail Food Establishments.