



South Carolina
DEPARTMENT OF AGRICULTURE
RETAIL FOOD SAFETY 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
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.



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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.