

Food Business License Application Procedures

When starting a store that handles food, such as a dining establishment or food manufacturing business, you must get a business license. The necessary equipment and preparations differ depending on the type of business the store is, and what kind of food it handles. You must consult with the Environmental Health Section of the Welfare and Health Center in the ward where your store will be located. (There may be technical explanations involved, so please bring along someone who understands Japanese).

In addition, please confirm with the relevant departments in charge whether your store conforms with the Buildings Standard Act, the Fire Services Act, and other laws.

1 Flow of Procedures from Application to Approval



Before starting construction, please bring blueprints for your store to the information desk for a consultation. Depending on the contents, it may be necessary to change the blueprints to meet facility standards.



Please submit the application forms around 15 days before construction will be completed and pay the fees at the information desk.

After receiving the application forms, we will fix a date for store inspection.



After construction is completed, we will inspect the store to confirm if it conforms with facility standards. If there are any points that do not conform with these standards, we will inspect them again after improvement.



If the store inspection confirms that the store conforms with facility standards, it will be approved a few days after inspection. You will receive your license and be able to start business operations.

(If there are any changes after starting operations, please consult with us.)

2 Necessary Items for Application

- Business License Application Form
- Blueprints that show facility structure and equipment
- For **individual** applicants : Identifying documents that verify address, full name, and date of birth (Residence record, Residence Card (Zairyu Card), etc.) *Copies are accepted
- For **corporation** applicants: In principle, no documents are required, however you do need a corporate number.
- Document proving qualification for food sanitation supervisor *Copy is accepted ("Certificate of Completion for Food Sanitation Supervisor Course," etc.)
- Application Fees (Cash only, cannot pay with cards or e-money)
Ex.) Dining Establishment Business 18,000 yen, Sweets Manufacturing Business 16,000 yen
- Summary of Manufacturing Process (Only if applying for manufacturing business)
- Copy of Water Quality Inspection Report (Only if using water that is not tap water)

Yokohama syokuhineisei tetuzuki



3 Appointing a Food Sanitation supervisor

The business operator must appoint a food sanitation supervisor. If they do not have qualifications, they must take the Food Sanitation Supervisor Course (If you have already taken the Course at another municipality besides Yokohama City, you do not need to take it again).

Food Sanitation supervisor Course Inquiries ※Course in Japanese only
General Incorporated Association Yokohama City Food Hygiene Association
(17-5 Idogaya Shimomachi Minato-ku Yokohama-city)
TEL : 045-711-1911 <http://www.fha-yokohama.jp/>



Facility Standards (Extract)

(Business Facility Regulations Based on the Kanagawa Prefecture Food Sanitation Act)

Check if your business conforms with facility standards.

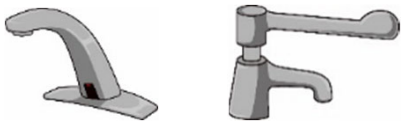
General

①	The facility prevents pollution coming in from outside, and has the necessary building and facility and dimensions to conduct work in a sanitary way.	<input type="checkbox"/>
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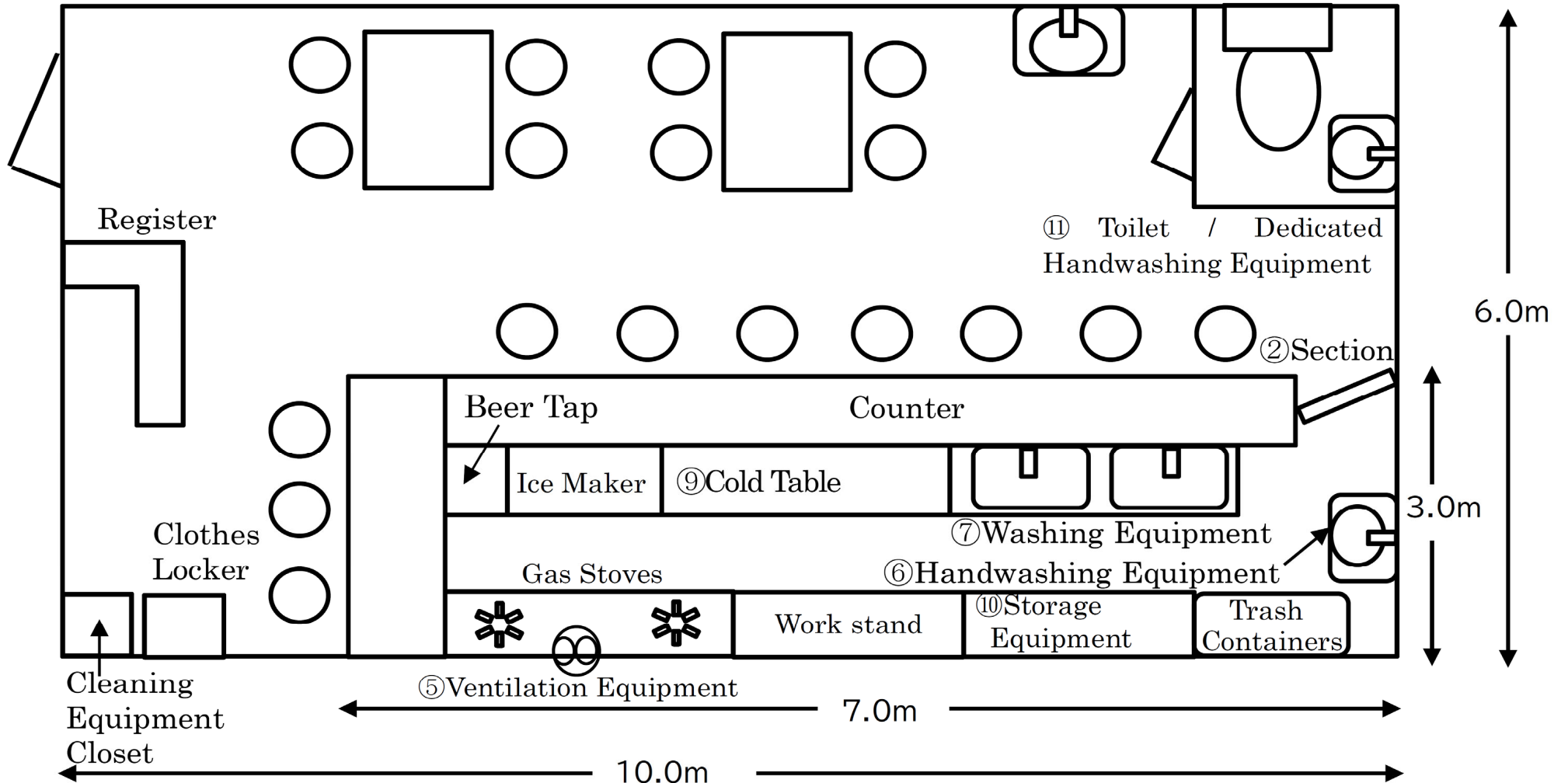
Blueprints Matching the Work Classification

②	Necessary blueprints are created with partitions, that match the work classification, to prevent food contamination. Equipment for managing airflow is also installed. *Home kitchens cannot be used as licensed facilities.	<input type="checkbox"/>
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Facility Structure and Equipment

③	Floors / Walls / Ceilings	Structures and materials should be able to be easily cleaned, washed and disinfected. For facilities that use water for cleaning, the floors should be made of non-permeable materials and the drainage should be good. Inner walls should be wainscoted with non-permeable materials from the floor to a height where it could be polluted.	<input type="checkbox"/>
④	Lighting Equipment	Necessary lighting for sufficiently working and cleaning should be secured.	<input type="checkbox"/>
⑤	Ventilation Equipment	Structures and equipment that can ventilate the air, so that food can not be contaminated by water drops formed by condensation, should be installed above the area where food is handled.	<input type="checkbox"/>
⑥	Handwashing Equipment	There should be running water type handwashing equipment that can wash and disinfect employees' hands and finger. The faucet should be a structure that can prevent recontamination of hands and fingers after washing. (e.g.: Automatic faucets, lever faucets that can be operated with elbows)	<input type="checkbox"/>
			
⑦	Cleaning Equipment	Cleaning equipment should be large enough, and numerous enough, to be able to provide hot water and steam as necessary.	<input type="checkbox"/>
⑧	Drainage Equipment	Drainage functions should be sufficient, must be on the floors of the sections to be washed and sections where wastewater flows. Plumbing should be installed as to not cause food contamination due to back currents of dirty water, and water should be appropriately discharged outside the facility.	<input type="checkbox"/>
⑨	Refrigerator/ Freezer Equipment	Refrigerators and freezers are installed as necessary (*Thermometers should be installed)	<input type="checkbox"/>
⑩	Storage Equipment	There should be equipment for the sanitary storage of materials. Medicine and food should be stored separately.	<input type="checkbox"/>
⑪	Toilets/ Dedicated Handwashing Equipment	There should be dedicated running type water handwashing equipment which do not contaminate the working place.	<input type="checkbox"/>

Example of Dining Establishment Business Blueprints (Add dimensions to blueprints)
If handwritten, use a ruler and draw with ballpoint pen



Consultation: Health Sanitation Division, ○○Health and Welfare Center (Address : ○○)
 TEL : 045-○○○-○○○○ FAX : 045-○○○-○○○○

Issued by : Food Sanitation Division, Health and Welfare Bureau, City of Yokohama 9/2022