

## APPLICATION FOR COMMERCIAL LICENSE TO SLAUGHTER AND/OR OPERATE A MEAT AND POULTRY PROCESSING ESTABLISHMENT

West Virginia Department of Agriculture  
Meat and Poultry Inspection Division  
1900 Kanawha Boulevard, East  
Charleston, West Virginia 25305  
(304) 558-2206 Fax: (304) 558-1882

FY July 1, 2015 - June 30, 2016

8630-6893-9777

### SECTION 1: ESTABLISHMENT'S GENERAL DATA

- A. Establishment's Full Name \_\_\_\_\_
- B. Owner, Manager, Partner, or Person authorized to represent the Establishment for contacts with Meat and Poultry Inspection Personnel:  
Name: \_\_\_\_\_ Title: \_\_\_\_\_
- C. Location of Establishment: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Route, Box, or Street Address City State Zip County
- D. Mailing Address if different than above: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Route, Box, or Street Address City State Zip County
- E. Business Telephone: \_\_\_\_\_ Home Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_
- F. Form of organization (Check one):  Individual  Partnership  Corporation  Other (Specify)

### SECTION 2: SLAUGHTER DATA

- A. Days and Hours of Slaughtering Operations (Write in hours for each day)  
(For example: 7am - 4pm)

Slaughter	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Commercial						
Custom						

- B. Estimated Number of Animals Slaughtered Per Year

Slaughter	Cattle	Calves	Sheep	Swine	Goats	Poultry	Bison
Commercial							
Custom							

### SECTION 3: PROCESSING DATA

- A. Days and Hours of Processing Operations (Write in hours for each day)

Processing	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Commercial						
Custom						

- B. Meat Species Processed: \_\_\_\_\_

- C. Commercial Processing Operations:

- a.  Breaking/Cutting (carcasses, primal cuts, parts, etc.)
- b.  Boning
- c.  Fabricating (roast, steaks, chops, ground beef, hamburger)
- d.  Curing (pork cuts, ham, etc.)
- e.  Formulating (fresh/cured sausages, loaves, pattie mix, etc.)
- f.  Cooking/Smoking (pork cuts, beef cuts, sausage, loaves)

- g.  Drying (pork cuts, beef cuts, sausage, dehydrated products)
- h.  Convenience Items (entrees, dinners, pies, pizza, etc.)
- i.  Slicing (bacon, luncheon meats, sausage, etc.)
- j.  Poultry Deboning
- k.  Poultry Meat Grinding
- l.  Other Processing (specify) \_\_\_\_\_
- j.  Freezing

SECTION 4: OTHER OPERATIONS

- A. Do you intend to act as a meat and poultry product distributor?  Yes  No
- B. Do you intend to process deer during the hunting season?  Yes  No
- C. Do you intend to conduct Retail Sales of Inspected Products?  Yes  No
- D. Do you intend to offer Ritual Slaughter/Processing?  Yes  No
- E. Do you offer customized labelling?  Yes  No

SECTION 5: HACCP TRAINING

Does the establishment employ an individual who has been trained in the application for the HACCP principles to meat and poultry slaughter and/or processing?

- Yes  No

If license is granted under the application, I (we) expressly agree to conform strictly to the Code of West Virginia, Chapter 19, Article 2B, Inspection of Meat and Poultry, and the rules on meat and poultry inspection promulgated thereunder by the West Virginia Department of Agriculture. I (we) certify that all statements made herein are true to the best of my knowledge and belief.

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DATE OF APPLICATION / PRINTED NAME OF PERSON / TITLE / SIGNATURE OF AUTHORIZED PERSON  
SIGNING APPLICATION MAKING THIS APPLICATION

<b>FOR WVDA USE ONLY</b>
Date Application Received: _____
Amount Received: _____
Batch Number: _____
Director's Approval: _____
Establishment Number: _____

STATEMENT OF POLICY REGARDING EQUAL OPPORTUNITY AND PARTICIPATION IN PROGRAMS -  
It is the policy of the West Virginia Department of Agriculture to provide its services and programs to all persons without regard to sex, race, color, age, religion, national origin, or handicap.