

Jax Kitchen

Public Food Service Establishment Commissary

Step to use of Jax Kitchen Commissary (Public Food Service Establishment) as a Caterer

Welcome to Jax Kitchen located at 1850 Emerson St, Jacksonville, Florida 32207. We are excited that you are interested in our facility as your Public Food Service Establishment Commissary. Please use the information as an introduction to Jax Kitchen. Please read through the information and complete the following steps to use the kitchen. We look forward to working with you.

Commissary Information:

A commissary kitchen is a licensed, inspected commercial kitchen that is used for storage of supplies, preparation of food, and washing of equipment and utensils. Commissary kitchens serve a wide variety of needs for caterers, pushcarts, mobile trucks, temporary restaurants, food peddlers and food manufacturers.

A commissary is a commercial kitchen for the shared usage of many different companies or individuals. Both the kitchen owners and users must agree to abide by the health codes and conduct of the licensing agencies. If any individual applies for kitchen usage as a caterer they must undergo the process to become certified by the licensing agency to use the kitchen.

1. Complete the Jax Kitchen Commissary Client Application, sign the Jax Kitchen Client Agreement, pay the registration fee and purchase last month's minimum hours (first month becomes active the day of your DBPR inspection and first month's rent will be due on that day).
2. Contact the Division of Hotels and Restaurants to start the process of getting the license for your food service business.
Division of Hotels and Restaurants
1940 North Monroe Street
Tallahassee, FL 32399-1011
Phone: 850.487.1395
www.myfloridalicense.com
3. Complete the license application DBPR HR-7007 with Jax Kitchen shown as the existing H&R licensed kitchen (section 2 & section 4)
4. Obtain liability insurance. (described in Client Agreement)
5. Provide a copy of your company's Certified Food Manager's Certificate (needed for licensing).
6. Pay required other Jax Kitchen fees and deposits and schedule your DBPR licensing inspection.
7. Participate in the Jax Kitchen Orientation prior to using the facility.