

SG-49
Rev. 7/12

West Virginia Department of Health and Human Resources
_____HANCOCK COUNTY_____ Health Department



APPLICATION FOR A PERMIT TO OPERATE

In accordance with applicable West Virginia Department of Health and Human Resources Legislative Rules, application is hereby made for a permit to operate a:

- | | | |
|---|--|--|
| ☐ Adult Day Care Center | ☐ Institution, School | ☐ Park, Playground |
| ☐ Bed & Breakfast Inn | ☐ Labor Camp | ☐ Producer Dairy Farm |
| ☐ Body Piercing Studio | ☐ Mass Gathering, Fair, Festival | ☐ Public Restroom |
| ☐ Campground
No. of sites _____ | ☐ Manufactured Home Community
No. of sites _____ | ☐ Recreational Water Facility
(Pool, Bathing Beach, Spa) |
| ☐ Child Care Center | ☐ Motel / Hotel
No. of rooms _____ | ☐ Residential Care Facility
(Shelter, Group Home) |
| ☐ Correctional Facility | ☐ Organized Camp | ☐ Tattoo Studio |
| ☐ Other _____ | | |

Facility Name _____

Location _____

Mailing
Address _____

City _____

Stat
e _____

Zip
Code _____

Phone/Cell
Number _____

Fax
Number _____

Email Address _____

Owner / Agent _____

I hereby certify that I have received a copy of the applicable rules and that I am familiar with the contents and requirements therein.

Date

Signature of Applicant
() Owner () Agent

For Department Use Only

Date application received: _____

Permit no. _____

Date plans received: _____ By: _____

Date issued: _____ By: _____

Date plans reviewed: _____ By: _____

Expiration date: _____

Fees for Operation per Year 2026-2027

Bed & Breakfast----- \$72.00

Campground----- \$7 per site \$72 minimum fee.

Child Care Center----- -\$72.00 (7-12 children) \$150.00 (13-25 children) \$222.00 (25+ Children)

Institutions & Schools----- \$72.00

Mass Gathering; Fairs/Festivals----- \$72.00 per event

Motel/Hotel-----	\$150.00 (0-20 rooms)	\$300.00 (21-50 rooms)
	\$450.00 (51-80 rooms)	\$600.00 (81 or more rooms)

Swimming Pool & Spas----- \$150.00

Body Piercing Studio----- \$200.00

Tattoo Studio----- \$200.00

Residential Care Facility----- \$72.00

Replacement of Operating Permit-\$10.00 Re-inspection due to violations-\$100.00

Water Samples from pools, hot tubs, spas, or potable water collected from permitted establishments in
addition to required per code: \$20.00
(In Addition to Lab Fee of \$20.00)

Mail to: Hancock County Health Department
 PO Box 578
 New Cumberland, WV 26047

PERMIT RENEWALS MUST BE RECEIVED BY June 30, 2026

A 25% late fee will be assessed on payments for permit renewals after July 1st, 2026

PERMIT Renewals not received by June 30, 2026 are subject to closure on July 1st, 2026