



May 27, 2025

To: University of Washington (UW) unit leaders and contacts with temporary food service establishments (e.g., food trucks, food booths)

Subject: Temporary Food Service Permit Fees to Start on July 1, 2025

Dear Colleagues,

This memo is to inform you that the Environmental Health & Safety Department (EH&S) will begin to charge fees for temporary food service permit applications starting July 1, 2025. The fees are comparable to fees of our [local health departments](#) and summarized in Table 1 below. A lower fee will apply to UW Registered Student Organizations (RSO).

Table 1: FY2026 Temporary Food Service Permit Application Fees*

Category*	Permit Fees*
Minimal	\$106
Moderate	\$295
Complex	\$380
Registered Student Organization (RSO)	\$51

*Definitions of minimal, moderate, and complex are aligned [with Public Health-Seattle & King County](#).

*The UW adds a 15.6% administrative fee when payment is made via a personal credit card. This will increase the total cost for RSOs and others not paying via a UW budget or [UW ProCard](#).

*Additional "rush fees" will apply to applications submitted after published submission deadlines.

The EH&S [Temporary Food Service Permit Website](#) and online application will be updated by July 1, 2025 to reflect this change. Payment will be collected as part of the online application. Fees will be updated annually and in accordance with the UW Office of Planning and Budgeting requirements.

Due to the large increase in temporary food permit applications over time (from 700 applications in 2014 to over 2,200 applications in 2025, a 211% increase), EH&S must now recover costs to evaluate temporary food service establishments for food safety and compliance as we have already been doing for permanent food establishments. The EH&S responsibilities for food safety oversight are outlined in the memorandum of understanding agreement with the WA Department of Health which authorizes EH&S to oversee food safety and compliance for



ENVIRONMENTAL HEALTH & SAFETY

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UW Seattle, Bothell, and Tacoma including UW Medical Center (UWMC) and Harborview Medical Center (HMC).

If you have any questions about this change, please contact me at 206-616-4146 or kharb@uw.edu. For general questions about the UW Food Safety Program, contact Abebe Aberra, Environmental Public Health Manager at 206-616-1623 or aberra@uw.edu, or visit our [website](#). Thank you for your partnership in safety and health at the University.

Sincerely,

Katia Harb

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