



Food Service Activity Declaration

All restaurants or other food service establishments that discharge to the Ypsilanti Community Utilities Authority (YCUA) Wastewater Treatment Plant are required to complete a Food Service Activity Declaration. Please return the completed declaration to the YCUA within 30 days of receipt. Use current operating data, if available, or your best estimate based on similar types of businesses.

Answer all questions: **Please Print**

1. Establishment Name: _____
2. Address: _____
3. Establishment Manager/Owner: _____
Establishment Phone #: _____
4. Establishment Contact: _____ Title: _____
Phone#: _____ Email: _____
Is correspondence from YCUA via email okay? _____
5. Is your establishment:
 - New Construction: when will construction be complete: _____
 - Renovation: when will renovation be complete: _____
 - Existing: when did operation begin: _____
6. a. Type of establishment (i.e. fast food, dinner house, cafeteria, etc.): _____
b. Type of food served: _____

If available, please send a copy of menu.

c. Is food prepared from scratch: _____
d. Food is served on: Disposable Dishes Washable Dishes
7. a. Average number of employees: _____
b. Days/hours of operation: _____
c. Seating Capacity: _____
d. Busiest hours of day: _____

8. Wastewater generating activities/points of discharge (check all that apply):

- | | |
|--|---|
| <input type="checkbox"/> Cup/Glass Washer | <input type="checkbox"/> Pot Sink(s), how many: _____ |
| <input type="checkbox"/> Dishwasher | No. of Compartments: _____ |
| <input type="checkbox"/> Floor Drain(s), how many: _____ | <input type="checkbox"/> Pre-Rinse Sinks, how many: _____ |
| <input type="checkbox"/> Floor Sink(s), how many: _____ | <input type="checkbox"/> Self-cleaning Hoods |
| <input type="checkbox"/> Grill Hood Cleaning | <input type="checkbox"/> Soup Vat |
| <input type="checkbox"/> Garbage Grinder | <input type="checkbox"/> Garbage Can Cleaning |
| <input type="checkbox"/> Mop Sink | <input type="checkbox"/> Sanitary Restrooms |
| <input type="checkbox"/> Vegetable Sinks(s), how many: _____ | |
| <input type="checkbox"/> Other: _____ | |

9.a. Dishwasher make/model #: _____ Flow rate: _____

b. Temperature range of dishwasher water: _____

10. a. Do you have a grease interceptor(s) installed (if no, go to question #11): _____

b. Size and type of unit(s): _____

c. Location(s): _____

***(Provide a diagram showing grease interceptor location)**

d. What devices are routed through the grease interceptor(s): _____

e. Distance from dishwasher (if applicable): _____

f. Frequency of maintenance: _____

11. a. Do you use a grease pick-up service: _____

b. Name: _____

c. Address: _____

d. Phone #: _____

e. Can you provide receipts: _____

f. If no, how do you dispose of your grease waste: _____

12. Does your facility practice any of the following YCUA Best Management Practices (check all that apply):

- FSE trains all kitchen staff on proper fats, oil, and grease management.
- FSE does not pour grease, oils, oily sauces or dressing down the drain, floor drains, storm drains, or into the dumpster.

- FSE never “hot flushes” oil and grease down sinks and drains.
- If the FSE cannot reuse material, they contain, seal, and dispose of as solid waste. Is the material picked up by a licensed grease hauler: _____
- FSE inspects and cleans interceptors regularly to prevent clogs/overflows. FOG is removed from interceptors per manufactures recommendations. Gravity Grease Interceptors (sometimes referred to as exterior grease interceptors or passive grease interceptors) are cleaned at minimum on a quarterly basis. Hydromechanical Grease Interceptors (sometimes referred to as grease traps or point source grease recovery devices) are cleaned at minimum on a weekly basis. Additionally the interceptor(s) is cleaned whenever 25% or more of any compartment becomes filled with fats, oil, grease, or solids.
- FSE does not discharge debris or material removed from an interceptor into the sanitary sewer collection or storm drain system.
- FSE does not use bacteria or enzyme products in the maintenance of the interceptors.
- Damaged or malfunctioning interceptors are repaired immediately.
- FSE does not use bacteria or enzyme products in the maintenance of the interceptors.
- FSE maintains a record for all oil and grease cleaning, inspection, and removal. These records are kept for a minimum of 3 years.

13. The information submitted in this declaration is accurate to the best of my knowledge and is based on (check one): Current operating data Best estimate based on:

14. Completed by: _____

Title: _____ Date: _____

Print Name: _____ Phone #: _____

Signature: _____

Attach comments (attach additional sheets if necessary): _____

