



Food Protection Program

Variance Request Requirements for Manual Capping of Beverage Containers

The following items are to be submitted in one package:

- Floor plan (including all equipment, and sinks) of the portion of your establishment where you will be making the product(s) and manually capping. Drawn to scale.
- Cut sheets of equipment used to make your product(s).
- Menu of product(s) to be capped.
- Standard Operating Procedures (SOP) of the process to make your product(s).
- Copy of label that will be used including, the date product was made, and warning as specified in the 2013 FDA Food Code.
- Cut sheets of bottles and caps used for product(s).
- For juice: time and temperature log to ensure product has reached an internal temperature of 40.0F prior to placing bottles on display for customer.
- Submit your information on a flash drive or CD-Rom to CDPH for review.
Attn: Gregory Nelson (greg.nelson@cityofchicago.org)
2133 W. Lexington, Chicago IL, 60612

Non-pasteurized juice can only be sold for retail, directly to the consumer.

**Submittals are reviewed within 21 days of receipt.
Incomplete submittals will delay the review process.**

www.CityofChicago.org/Health