

WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES
Office of Environmental Health Services
Public Health Sanitation Division
Capitol & Washington Streets
1 Davis Square, Suite 200
Charleston, WV 25301-1798
(304) 558-6732 (304) 558-0524 fax



**IN-STATE BOTTLING PLANTS
APPLICATION REQUIREMENTS**

In addition to the Application for a Permit to Distribute Bottled Water in West Virginia, information regarding the bottling plant, if located in West Virginia, is also required. Prior to any construction, installation of equipment, or operation, complete plans must be submitted to and approved by the West Virginia Division of Health. Plans must include the following data:

- A. Floor plan, equipment list, and detailed layout of the complete operation including:
- bottling room
 - return bottle washroom (if applicable)
 - toilet rooms
 - storage rooms (warehouse)
 - water treatment facilities
 - sewage treatment facilities
 - solid waste storage facilities
- B. Source of single service packaging (if applicable).

Please forward completed plans to:

West Virginia Department of Health and Human Resources
Office of Environmental Health Services
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RENEWAL APPLICANTS: Submit any changes in A or B above which have not been previously reported. If no changes, submit a signed statement that no changes have been made in the prior year.