



City of Brooklyn Park – Fire Department

NOTE: New mailing address 5700 - 85th Avenue North Brooklyn Park MN 55443 Phone: 763-493-8020



COOKING EXHAUST CLEANING PERMIT APPLICATION

If you have any questions, please call the Fire Department at 763-493-8020

Application Date: ____/____/____ Cleaning Date(s): ____/____/____ - ____/____/____

Tenant/Building Name: _____

Site Address: _____
NUMBER STREET UNIT

CONTRACTOR Company _____ Phone _____

E-mail _____

Address _____
NUMBER STREET UNIT

City _____ State _____ Zip Code _____

NO. OF HOODS TO BE CLEANED: _____ TYPE: Broiler Oven Deep Fat Fryer Other

NO. OF APPLIANCES TO BE CLEANED: _____ TYPE: Broiler Oven Deep Fat Fryer Other

Fee: \$50*

*Cleanings requiring multiple inspections over multiple days are charged at \$50 per inspection. Only one (1) inspection is included with each \$50 hood cleaning permit fee. See the City of Brooklyn Park Fee Resolution for adopted fees.

You may e-mail your Permit Application to FireMarshal@BrooklynPark.org

You will be e-mailed with information to call the Building Department to pay for your permit.

Scheduling Procedure

Hood Inspections are done **Monday – Friday**.

Hood cleanings in Brooklyn Park can only be done **Sunday – Thursday**.

1. Obtain current Cooking Exhaust Cleaning Permit Application from City website. Incomplete Cooking Exhaust Cleaning Permit Applications may be denied.
2. Payment of fee(s) must be received before permit is approved.
3. **Cleaning cannot start until your permit application has been approved and any fee(s) have been paid**
4. You must have an approved permit onsite when cleaning.
5. Inspection must take place within 24 hours of the cleaning.
6. If the cleaning is canceled/re-scheduled, you must notify the Fire Department at least 24 hours in advance. Failure to provide required notice will result in a failed inspection.
7. Immediately after finishing cleaning of the hood(s), call the Fire Department at **763-493-8020** and leave a voice message to confirm the hood(s) are clean and ready for inspection.
8. Failed inspections:
 - Requires a new Hood Cleaning application
 - Requires a new fee be paid with Hood Cleaning application
 - Requires failed hood(s) to be re-cleaned