



**APPLICATION FOR RETAIL FOOD LICENSE**  
 CITY OF RACINE ENVIRONMENTAL HEALTH DIVISION  
 730 WASHINGTON AVENUE, ROOM #1  
 RACINE, WI 53403  
 PHONE: (262) 636-9203 FAX: (262) 636-9165

**PUBLIC HEALTH DEPARTMENT**  
 Serving the City of Racine and the Villages of Wind Point & Elmwood Park

**INSTRUCTIONS:** Please **PRINT CLEARLY AND FILL IN ALL BLANKS.** Make check payable to "City of Racine." Return to: **City of Racine Health Dept**, Room #1, City Hall, 730 Washington Ave. with proper fee(s).

NAME OF LICENSEE / OPERATOR / CORP / LLC / ETC BUSINESS ADDRESS CONTACT PHONE

ESTABLISHMENT NAME ESTABLISHMENT ADDRESS ESTABLISHMENT PHONE

MAILING ADDRESS, IF DIFFERENT EMAIL ADDRESS

**FEE AMOUNT – Obtain fees from Fee List below.**

License Fee	\$ _____	Total Paid	\$ _____
Pre-Inspection Fee	\$ _____	Method of Payment	_____

**FEE LIST**

ESTABLISHMENT TYPE	PRE-INSPECTION / APPLICATION FEE	ACCOUNT #	ANNUAL LICENSE FEE	ACCOUNT #
<b>STATE RETAIL FOOD LICENSE</b>				
<b>AG Code 11</b> (Potentially Hazardous w/ Food Processing; ≥ \$1,000,000 Gross Sales)	637.00 INSPHL	120 46590	1,024.00 RTLFSL	120 44110
<b>AG Code 22</b> (Potentially Hazardous w/ Food Processing; \$25,000 - \$999,999 Gross Sales)	424.00 INSPHL	120 46590	520.00 RTLFSL	120 44110
<b>AG Code 33</b> (Large Non-Potentially Hazardous w/ Food Processing; ≥ \$25,000 Gross Sales)	212.00 INSPHL	120 46590	358.00 RTLFSL	120 44110
<b>AG Code 44</b> (Very Small Potentially / Non-Potentially Hazardous w/ Food Processing; < \$25,000 Gross Sales)	159.00 INSPHL	120 46590	186.00 RTLFSL	120 44110
<b>AG Code 55</b> (No Food Processing)	106.00 INSPHL	120 46590	111.00 RTLFSL	120 44110
<b>Ice Cream Truck / Cart</b>			111.00 RTLFSL	120 44110
<b>DUPLICATE / REPLACEMENT PERMIT FEE</b>			16.00 ENVOTH	120 46590

**TERMS - READ THIS INFORMATION BEFORE SIGNING**

All establishments shall be required to have appropriate permit(s)/license(s) as described in the City Ordinance.  
 All establishments shall comply with the requirements of the Wisconsin Administrative Code.

The fees for the appropriate permit(s) / license(s) are due and payable before the first issuance of such permit(s) / license(s), and **ANNUALLY BEFORE JUNE 30<sup>TH</sup> EACH YEAR. \* OPERATING WITHOUT A PERMIT/LICENSE WILL RESULT IN A \$796.00 PENALTY ACCORDING TO MUNICIPAL AND STATE CODES. \*** All fees are non-refundable.

All establishments must be inspected before a new permit/license is granted. A report of inspection indicating that the establishment meets the local / state regulations is necessary before the permit / license will be signed / released.  
 All permits remain in effect during compliance with the term under which they are granted.  
**UPON APPROVAL TO THE DEPARTMENT, PERMITS WILL BE ISSUED WITHIN THIRTY (30) DAYS.**

**SIGNING BELOW INDICATES YOU AGREE TO THE ABOVE TERMS**

APPLICANT SIGNATURE \_\_\_\_\_

PRINT NAME \_\_\_\_\_

DRIVER'S LICENSE NUMBER \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_