

Department of Public Health

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Public Health Administrator

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CITY OF RACINE, WISCONSIN
PUBLIC HEALTH DEPARTMENT
*Serving the City of Racine and the
Villages of Wind Point & Elmwood Park*

Website: www.cityofracine.org/Health
Email: publichealth@cityofracine.org

Environmental Health Division
262-636-9203
Community Health Division
262-636-9431
Laboratory Division
262-636-9571

APPLICATION FOR TRANSIENT RETAIL FOOD ESTABLISHMENT/FARMER'S MARKET BOOTH

INSTRUCTIONS: PLEASE PRINT CLEARLY AND FILL IN ALL BLANKS.

RETURN WITH PAYMENT TO: CITY OF RACINE PUBLIC HEALTH DEPARTMENT
730 WASHINGTON AVE., ROOM #1, RACINE, WI 53403

MAKE SURE TO CHECK WITH CITY CLERKS/TREASURER'S OFFICE FOR OTHER PERMITS THAT MAY BE REQUIRED

ALL APPLICATIONS MUST BE RETURNED AT LEAST TWO (2) WEEKS BEFORE THE EVENT OR LATE FEES WILL BE ASSESSED.

YES NO

NAME OF OPERATOR/ORGANIZATION ADDRESS NON-PROFIT

CONTACT PERSON/LEGAL LICENSEE CELL PHONE NUMBER

EVENT NAME LOCATION OF EVENT

DATE(S) FOOD WILL BE SERVED TIME FOOD SERVED (THIS MUST BE FILLED IN)

LICENSED BY THE STATE OR ANOTHER JURISDICTION? YES NO

IF YES, CHECK REGULATORY AGENCY AND TYPE OF LICENSE (MUST PROVIDE COPY OF PERMIT WITH APPLICATION):

AGENCY: WI DATCP
 LOCAL HEALTH DEPT.: _____

LICENSE TYPE: TEMPORARY RESTAURANT
 MOBILE RESTAURANT

1. LIST FOOD ITEMS BELOW AND CHECK PREPARATION PROCEDURE (CHECK ALL THAT APPLY)

FOOD ITEM	FRY	GRILL	REHEAT	HOT HOLD	COLD HOLD	MIX	SLICE	OTHER	OTHER

***NO FOOD PREPARATION MAY BE DONE AT HOME. ALL FOOD MUST BE PREPARED AT THE TEMPORARY FOOD SERVICE BOOTH**

2. HAVE YOU READ THE TEMPORARY FOOD SERVICE GUIDELINES? Yes No

3. DESCRIBE THE SOURCE OF WATER FOR HANDWASHING AND FOOD PREPARATION AND HOW WASTEWATER WILL BE DISPOSED?

4. TEMPORARY FOOD CLASS IS OFFERED EVERY THURSDAY AT CITY HALL IN ROOM 1 AT 2:30PM

5. SEE BACK FOR FEE LIST

THE HEALTH DEPARTMENT MAY LIMIT OR MODIFY THE NATURE OF THE FOOD SERVICE BOOTH OR THE TYPE OF FOOD BEING SERVED TO PROTECT THE HEALTH AND SAFETY OF THE GENERAL PUBLIC. I UNDERSTAND THAT IF NO ONE ATTENDS THE FOOD CLASS FROM THE ABOVE ORGANIZATION, IF ALL REQUIREMENTS ARE NOT MET AT TIME OF INSPECTION, OR IF THE FOOD SERVICE BOOTH IS NOT READY AT THE TIME LISTED ABOVE, A PERMIT MAY NOT BE ISSUED.

APPLICANT SIGNATURE PRINT NAME DATE

TRANSIENT RETAIL FOOD ESTABLISHMENT PERMIT FEES

Transient Retail Food Establishment Permit/Inspection Fees	Permit Fee
Prepacked TCS Food Only	\$115
Non TCS Food	\$150
TCS Food	\$220
Temporary Farmer’s Market Booth (Seasonal)	\$55
State Mobile Permit (DATCP) or other jurisdiction/ for temporary events (limited to 4-12 events per year) - Inspection Fee	\$55
Extension of Premises	\$45
Late Fees	
Applying less than 2 weeks in advance	\$35
Applying less than 48 hours in advance	\$135

FEE AMOUNT-

Permit Fee \$ _____
 Late Fee (if applicable) \$ _____
 Total Paid \$ _____
 Method of Payment _____

*Make check payable to “City of Racine”

Credit card information: Credit card fee of 3.95% (minimum of \$1.50) applies

CREDIT CARD PAYMENT (MC OR VISA) EXP DATE

ZIP CODE CARD IS BILLED TO CVV CODE (ON BACK OF CARD)

NAME ON THE CARD

FOR HEALTH DEPARTMENT USE ONLY:

VENDOR IS NOT REQUIRED TO BE LICENSED

VENDOR IS NON-PROFIT AND HAVE A COPY OF THE 501(c)3

VENDOR IS LICENSED BY OTHER AND REQUIRES AN INSPECTION FEE

VENDOR IS NOT CURRENTLY LICENSED

PROOF OF HAWKERS AND PEDDLERS PERMIT

SANITARIAN SIGNATURE DATE