

# Central Racine County Health Department

10005 Northwestern Ave., Suite A  
Franksville, WI 53126  
Phone: (262) 898-4460 FAX: (262) 898-4490  
www.crchd.com

## VENDOR APPLICATION FOR TEMPORARY FOOD EVENTS & FARMERS MARKETS

ALL APPLICATIONS MUST BE RETURNED AT LEAST TWO (2) WEEKS BEFORE THE EVENT OR THE PERMIT FEE MAY BE DOUBLED.

YES  NO

NAME OF EVENT OR FARMERS MARKET

NON-PROFIT

VENDOR NAME & CONTACT PERSON

CONTACT PERSON'S PHONE NUMBER

VENDORS ADDRESS

VENDOR EMAIL ADDRESS

YES  NO

AGENCY:  WI DHS  
 WI DATCP  
 LOCAL HEALTH DEPT: \_\_\_\_\_

LICENSE TYPE:  TEMPORARY RESTAURANT  
 MOBILE RESTAURANT  
 MOBILE RETAIL  
 OTHER:

LICENSED BY OTHER? IF YES, CHECK REGULATORY AGENCY AND TYPE OF LICENSE (MUST PROVIDE COPY WITH APPLICATION)

DATE(S) OF EVENT

TIME FOOD WILL BE SERVED

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

FOOD ITEM	READY TO EAT	COOK	REHEAT	COLD HOLD	HOT HOLD	COOL	CUT/SLICE

NOTE: NO FOOD PREPARATION MAY BE DONE AT HOME.

2. HAVE YOU READ THE TEMPORARY FOOD SERVICE GUIDELINES?  YES  NO

3. PLEASE DESCRIBE THE SOURCE OF WATER FOR HANDWASHING AND FOOD PREPARATION AND HOW WASTE-WATER WILL BE DISPOSED OF:

4. NAME OF PERSON ATTENDING THE TEMPORARY FOOD SAFETY CLASS: \_\_\_\_\_

FOOD SAFETY CLASSES ARE BY APPOINTMENT ONLY. PLEASE CALL 262-898-4460 TO MAKE A RESERVATION.

5. SEE BACK FOR FEE LIST

I UNDERSTAND THAT IF NO ONE ATTENDS THE FOOD SAFETY CLASS, AND/OR REQUIREMENTS ARE NOT MET AT TIME OF INSPECTION, A PERMIT MAY NOT BE ISSUED.

SIGN NAME

PRINT NAME

DATE

#### FOR HEALTH DEPARTMENT USE ONLY:

- VENDOR IS NOT REQUIRED TO BE LICENSED
- VENDOR IS LICENSED BY OTHER AND REQUIRES NO ADDITIONAL LICENSING BY CRCHD
- VENDOR IS LICENCED BY OTHER, BUT REQUIRES A ONE TIME INSPECTION BY CRCHD
- VENDOR IS NOT CURRENTLY LICENCED AND REQUIRES FURTHER ACTION FROM VENDOR PRIOR TO APPROVAL

Sanitarian Signature

Date

## Temporary Food Establishment Permit Fees

Not For Profit Organizations	Permit Fee
Temporary Food Establishment <sup>1</sup> serving meals operated by an exempt group <sup>3</sup> for 1-3 days per year	Exempt <sup>4</sup>
Temporary Food Establishment <sup>1</sup> serving retail food operated by an exempt group <sup>3</sup> for 1-12 days per year	Exempt <sup>4</sup>
Temporary Food Establishment <sup>1</sup> serving meals and operated by an exempt group <sup>3</sup> for 4+ days per year-annual permit <sup>2</sup>	\$185.00
Temporary Food Establishment <sup>1</sup> serving retail food <b>with</b> processing and operated by an exempt group <sup>3</sup> for 13+ days per year-annual permit <sup>2</sup>	\$185.00
Temporary Food Establishment <sup>1</sup> serving retail food <b>without</b> processing and operated by an exempt group <sup>3</sup> for 13+ days per year-annual permit <sup>2</sup>	\$103.00
For Profit Organizations	Permit Fee
Temporary Food Establishment <sup>1</sup> <b>with</b> Processing 1-3 days per event	\$77.00
Temporary Food Establishment <sup>1</sup> <b>without</b> Processing 1-3 days per event	\$52.00
Temporary Food Establishment serving meals for 4+ days per year-annual permit <sup>2</sup>	\$185.00
Temporary Food Establishment <sup>1</sup> serving retail food <b>with</b> processing for 4+ days per year-annual permit <sup>2</sup>	\$185.00
Temporary Food Establishment <sup>1</sup> serving retail food <b>without</b> Processing 4+ days per year-annual permit <sup>2</sup>	\$103.00
Temporary Food Establishment <sup>1</sup> or Mobile Food Establishment permitted by other organization <sup>5</sup>	\$40.00 <sup>6</sup>

1. Facility temporarily selling meals or retail food in conjunction with an event.
2. 14 consecutive days or 20 non-consecutive days per event. Unlimited number of events per year.
3. Exempt groups must be approved by CRCHD and include but are not limited to: Registered 501C groups, Church groups, charitable fundraisers for hardships and youth organizations.
4. Exempt from fee and inspection. Free food safety class attendance recommended.
5. Wisconsin Department of Agriculture, Trade and Consumer Protection, Wisconsin Department of Health Services, or other competent local Health Department.
6. Inspection fee only. The Temporary Food Establishment will not be issued a permit by the Central Racine County Health Department.

Event is defined as a celebration such as an anniversary sale, carnival, circus, fair, festival, public exhibition, or an occasional sales promotion.