

Department of Public Health

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Website: www.cityofracine.org/Health
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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**

Pursuant to Municipal Code Chapter 22

PRINT CLEARLY AND ANSWER ALL QUESTIONS

Return Application with Payment to the City of Racine Department of Customer Service
730 Washington Ave, Room 103, Racine, WI 53403 – Make Checks Payable to "CITY OF RACINE"

**ADDITIONAL PERMITS MAY BE REQUIRED – CONTACT THE DEPARTMENT of CUSTOMER SERVICE
(262-636-9171)**

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

| | |
|---|--|
| NAME OF LICENSEE / ORGANIZATION | NON-PROFIT <input type="checkbox"/> YES* <input type="checkbox"/> NO *IF YES, ENTER 501c3 NUMBER: _____ |
| MAILING ADDRESS | CITY, STATE, ZIP CODE |
| EVENT NAME | LOCATION OF EVENT |
| CONTACT PERSON / LEGAL LICENSEE | DATE(S) FOOD WILL BE SERVED |
| CONTACT PHONE NUMBER | ESTABLISHMENT PHONE NUMBER |
| CONTACT EMAIL ADDRESS | TIME FOOD SERVED |
| LICENSED BY THE STATE OR ANOTHER JURISDICTION? <input type="checkbox"/> YES* <input type="checkbox"/> NO *IF YES, CHECK REGULATORY AGENCY AND TYPE OF LICENSE (MUST PROVIDE COPY OF PERMIT WITH APPLICATION) AGENCY: <input type="checkbox"/> WI DATCP LICENSE TYPE: <input type="checkbox"/> TEMPORARY RESTAURANT <input type="checkbox"/> LOCAL PUBLIC HEALTH: _____ <input type="checkbox"/> MOBILE RESTAURANT | |

**LIST FOOD ITEMS AND PREPARATION PROCEDURE
(CHECK ALL THAT APPLY – FOR ADDITIONAL ITEMS, USE SEPARATE SHEET)**

| FOOD ITEM | FRY | GRILL | RE-HEAT | HOT HOLD | COLD HOLD | MIX | SLICE | OTHER | OTHER |
|-----------|-----|-------|---------|----------|-----------|-----|-------|-------|-------|
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**FOOD PREPARATION MAY NOT BE DONE AT HOME. ALL FOOD MUST BE PREPARED
AT THE TRANSIENT RETAIL FOOD ESTABLISHMENT / FARMER'S MARKET BOOTH.**

DESCRIBE THE FOLLOWING: (Use separate sheet if needed)

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|---------------------------------|
| SOURCE OF WATER FOR HANDWASHING |
| FOOD PREPARATION |
| WASTEWATER DISPOSAL PLAN |

**REQUIRED TEMPORARY FOOD CLASS OFFERED ONLINE - <https://cityofracine.org/Health/tempevents/>
IF YOU NEED IN-PERSON CLASSES, INQUIRE AT THE TIME OF APPLICATION.**

THE PUBLIC HEALTH DEPARTMENT MAY LIMIT OR MODIFY THE NATURE OF THE FOOD SERVICE OPERATION OR THE TYPE OF FOOD BEING SERVED TO PROTECT THE HEALTH AND SAFETY OF THE GENERAL PUBLIC.

A PERMIT MAY NOT BE ISSUED 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 OPERATION IS NOT READY AT THE TIME LISTED ABOVE.

| TRANSIENT RETAIL FOOD ESTABLISHMENT / FARMER'S MARKET BOOTH FEES | |
|--|------------|
| Permit / Inspection | 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 |