

# Taylor County Health Department

Environmental Health  
 224 S. Second Street,  
 Medford, WI 54451  
 (715)748-1410 Fax: (715)748-1417/email: [anthony.fraudorf@co.taylor.wi.us](mailto:anthony.fraudorf@co.taylor.wi.us)

**PLEASE TYPE OR PRINT**  
 Submit check payable to  
 Taylor Co. Health Dept. with  
original copy of application to  
 address at left.

THIS APPLICATION PERTAINS ONLY TO THE FOLLOWING BUSINESS LOCATION & OPERATOR:

(CHECK ONE):  \*Individual  \*Partnership  \*General Partnership  LP  LLP  LLC  Corp.  Coop.

## RETAIL FOOD ESTABLISHMENT LICENSE APPLICATION s. 97.30, Wis. Stats.

LEGAL NAME OF APPLICANT (Legal Licensee)			FACILITY NAME (d/b/a)		
LICENSEE ADDRESS			FACILITY ADDRESS		
LICENSEE CITY	STATE	ZIP CODE	FACILITY CITY	STATE	ZIP CODE
BILLING CONTACT		BILLING CONTACT PHONE	NAME OF FACILITY CONTACT		TITLE
LICENSEE PHONE NUMBER	E-MAIL (if available)		FACILITY PHONE NUMBER	E-MAIL (if available)	

• **INDICATE BUSINESS DESCRIPTION (Check only one box, A or B)** See "DEFINITIONS" and "FEE SCHEDULES" on back

<p><b>(A)</b> <input type="checkbox"/> PROCESSING FOOD AT RETAIL.</p> <p>1. Do you intend to process potentially hazardous foods? <input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>2. Dollar volume. Enter total gross retail food sales at this location during the last 12 months (if not operating, estimate sales for 12 months).                  \$ _____</p> <p><b>License Category 11a, b, c, 22a, b, c, 33, 44n &amp; 44p (SEE BELOW)</b></p>	<p><b>(B)</b> <input type="checkbox"/> DOES NOT ENGAGE IN PROCESSING</p> <p>Sales of only pre-packaged, potentially hazardous foods                  Food which requires cooling or freezing.</p> <p><b>License Category 55</b></p>
---	---

• **INDICATE LICENSE CATEGORY AND FEE FROM FEE SCHEDULE** **INDICATE TYPE OF ESTABLISHMENT (check one)**

Check box that applies:

	Preinspection Fee	Annual Fee	License Description
<input type="checkbox"/> 55	\$ 50	\$ 50	DOES NOT ENGAGE IN PROCESSING
<input type="checkbox"/> 44p	\$ 66	\$ 66	Food Sales under \$25,000 and processes potentially hazardous food
<input type="checkbox"/> 44n	\$ 66	\$ 66	Food Sales under \$25,000 and processes non-potentially hazardous food
<input type="checkbox"/> 33	\$ 209	\$ 209	Food Sales over \$25,000 and processes non-potentially hazardous food
<input type="checkbox"/> 22a	\$ 250	\$ 250	Food Sales \$25,000-\$250,000 and processes potentially hazardous food
<input type="checkbox"/> 22b	\$ 325	\$ 325	Food Sales \$250,001-\$600,000 and processes potentially hazardous
<input type="checkbox"/> 22c	\$ 500	\$ 500	Food Sales \$600,001-\$999,999 and processes potentially hazardous
<input type="checkbox"/> 11c	\$ 754	\$ 754	Food Sales \$1 to \$2 million and processes potentially hazardous food
<input type="checkbox"/> 11b	\$ 993	\$ 993	Food Sales \$2 to \$5 million and processes potentially hazardous food
<input type="checkbox"/> 11a	\$ 1,167	\$ 1,167	Food Sales over \$5 million and processes potentially hazardous food

**NOTE: Both the PI Fee and Annual Fee are due before opening -The annual fee may be pro-rated based on the previous years gross sales for those months remaining in the fiscal year.**

Operating without a license is a violation of Wisconsin Law. The undersigned hereby certifies that this is a true, complete and accurate application for the Retail Food Establishment license under s. 97.30, Wis. Stats. The Department may inspect premises at any reasonable time. Licenses are not transferable between persons or locations. Licenses expire annually on June 30. The license fee may be prorated for partial license years. Personal information you provide may be used for secondary purposes (Privacy Law s. 19.62-19.80, Wis. Stats.).

AUTHORIZED SIGNATURE	TITLE	DATE
----------------------	-------	------

### SHADED AREA FOR DEPARTMENT USE ONLY

Please check all PROCESSING OPERATIONS this establishment will be conducting during the coming license year:

- |  |  |  |   |
|--|--|--|---|
| <input type="checkbox"/> BK Bakery             | <input type="checkbox"/> DL Delicatessen         | <input type="checkbox"/> MD Meat Distributor   | <input type="checkbox"/> SD Seafood Dept.       |
| <input type="checkbox"/> BO Bottling           | <input type="checkbox"/> FR Freezing             | <input type="checkbox"/> MX Mixing             | <input type="checkbox"/> SE Shell Egg Packaging |
| <input type="checkbox"/> BV Hot/Cold Beverages | <input type="checkbox"/> GR Grinding             | <input type="checkbox"/> PC Popping Corn       | <input type="checkbox"/> SM Smoking/Curing      |
| <input type="checkbox"/> CK Cooking            | <input type="checkbox"/> IC Ice Cream/Soft Serve | <input type="checkbox"/> PK Packing            | <input type="checkbox"/> SV Salvage             |
| <input type="checkbox"/> CT Catering           | <input type="checkbox"/> IM Ice Making           | <input type="checkbox"/> PP Produce Processing | <input type="checkbox"/> VP Vacuum Packaging    |
| <input type="checkbox"/> CY Confectionery      | <input type="checkbox"/> MC Meat Cutting         | <input type="checkbox"/> RT Restaurant.        | <input type="checkbox"/> WG Wild Game           |
|  |  |  | <input type="checkbox"/> Other                  |

Comments:

Environmental Health Specialist					DATE	
ID#	Permit Fee\$	Check#	Date	Employee Initials	DATE	

## **Appendix B / Retail Food Definitions & License Fees.**

### **Definitions**

**Food:** A raw, cooked, or processed edible substance, ice, beverage or ingredient used or intended for use or for sale in whole or in part for human consumption, or chewing gum.

**Food Processing:** The manufacture or preparation of food for sale through the process of canning, extracting, fermenting, distilling, pickling, freezing, baking, drying, smoking, grinding, cutting, mixing, coating, stuffing, slicing cheese/lunch meat, popping popcorn, scooping ice cream, packing, bottling or packaging or through any other treatment or preservation process.

**License Denial, Suspension or Revocation:** If a license application is denied, suspended or revoked the process in Taylor County Code 5.50 shall be followed.

**License Fees:** The license fees that are paid are not transferable from one location to another or from one owner to another.

**Potentially Hazardous Food:** Any perishable food capable of supporting rapid and progressive growth of infectious or toxicogenic microorganisms. Potentially hazardous foods include: meat, fish, poultry, dairy products (such as milk, cheese, ice cream, etc.), eggs, shellfish, etc. ***Basically, any readily perishable food requiring special storage conditions, refrigeration, freezing or hot holding for food safety is a potentially hazardous food.***

**Reinspection Fee:** Establishments found operating in substantial noncompliance after a second inspection in one year, may be reinspected and charged for such service.

**Review of Equipment and Plans:** Upon request by any dairy or food establishment, the Department's Division of Food Safety may review construction plans or equipment for compliance with applicable laws before a facility is constructed or equipment is installed. The Department may charge a fee to recover its cost for this review service, regardless of whether the review is required by law (s. 93.06(1w), Stats.).

**Retail Food Establishment:** *License Reference ch. ATCP 75 Wis. Adm. Code and s. 97.30, Stats.  
License expires annually on June 30.*

---

### **Other Related Fees**

**Pre-inspection is required prior to the issuance of any permit under Taylor County Human Health Risk Ordinance Section 5.45 (4). A pre-inspection fee is the same as the license fee for each respective category.**

**Late Fee of \$85.00 may be assessed for late payment of license renewal.**

**Re-inspection Fee of \$200.00 will be assessed for a second follow up inspection.**

**Duplicate Permit Fee will be \$10.00.**

A copy of the Taylor County Food Code and many useful food links are located at <http://www.co.taylor.wi.us/>