

Wauwatosa Health Department

7725 W. North Ave.

Wauwatosa, WI 53213

Phone: 414-479-8939

**Wauwatosa**
HEALTH DEPARTMENT**Transient Retail Food Application**

Please STOP and contact the Wauwatosa Health Department if you have a current State license or will be operating outside of Wauwatosa.

Application Date: _____

Event Name: _____ Event Date(s): _____

Applicant Information

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone number: _____ Cell number: _____

Is this organization a religious, fraternal, patriotic, service, or civic group (non-profit)? Yes NoIf yes, has this group served food to the public during the last 12 months? Yes; # of days? _____ No N/A*WHD issues temporary food licenses to nonprofit organizations that serve meals to the public ≥4 days in a licensing year (July 1-June 30). The food service must be associated with an event or celebration and the license is only valid for duration of the event listed above.***Event Information.** Please check all that apply. Refer to fee schedule for license fees.Will all foods/beverages be prepared at the temporary food booth? Yes No

If no, please indicate what other locations will be used to prepare foods. (all foods must come from a commercial approved source or a licensed facility) _____

What equipment will be used to hot hold potentially hazardous foods? (above 135°F)

 Nescos Stove/oven N/A Other: _____

What equipment will be used to cold hold potentially hazardous foods? (below 41°F)

 Refrigerator Coolers w/ ice N/A Other: _____Will a digital or metal thermometer with a range of 0°-220°F be available for monitoring temperatures? (meat thermometers are not accepted) Yes NoWill a hand wash sink with hot & cold water or an approved portable hand wash station be provided adjacent to food prep/serving areas? (soap/paper towels must be provided) Yes NoWill food workers be supplied with food service gloves, tongs, deli papers, etc. to eliminate bare hand contact with ready to eat foods? Yes NoWhat kind of sanitizer will be used for sanitizing food contact surfaces? Bleach/chlorine QuatsIs there a supply of test strips for the sanitizer being used? Yes NoDo you have enough serving utensils and equipment to be replaced every 4 hours? Yes NoIf equipment must be washed on-site or if food service lasts >1 day, how will dishes and equipment be cleaned/sanitized?
 On-site in a 3 compartment sink or 3 wash tubs of adequate size In a licensed facility: _____

Source and storage of water: _____

Storage and disposal of waste water: _____

Storage and disposal of garbage: _____

Menu: Please list all foods and beverages that will be served (list here or attach menu)

Transient Retail Food Fee: \$ _____	Make checks payable to: City of Wauwatosa Submit To: Wauwatosa Health Department 7725 W. North Ave. Wauwatosa, WI 53213
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I certify that I am familiar with and agree to comply with all state and local laws, ordinances, and regulations as required in the Wisconsin Food Code and Wauwatosa Municipal Code.

Signature: _____ Printed Name: _____ Date: _____

For office use only: <input type="checkbox"/> Approve <input type="checkbox"/> Deny
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2022 Consolidated Fee Schedule

Retail Food Establishment—Serving Meals		
License Type	Description	Fee
Serving Meals	Simple	\$390
	Moderate	\$550
	Complex	\$710
Limited Food Service	Pre-packaged	\$230
Pre-Inspection	First time applicants only	\$375

Hotel/Motel		
License Type	Description	Fee
Rooming House		\$125
Hotel/Motel – Local	Per Room	\$9
Hotel/Motel - State	1-30 Rooms	\$245
	31-99 Rooms	\$325
	100-199 Rooms	\$370
	200+ Rooms	\$570

Retail Food Establishment—Not Serving Meals		
License Type	Description	Fee
Not Serving Meals	Simple (Non TCS)	\$200
	Simple (TCS)	\$330
	Moderate	\$445
	Complex	\$775
Limited Food Service	Pre-packaged	\$170
Pre-Inspection	First time applicants only	\$375

Bed & Breakfast / Micro Market	
License Type	Fee
Bed & Breakfast License fee	\$235
Micro Market License fee one only	\$40
Micro Market License fee two or more (in the same building)	\$60

Transient Retail Food	
License Type	Fee
Non-TCS, TCS Foods, Prepackaged TCS Food Only	\$185

Pools			
License Type	Description	Frequency	Fee
Swimming Pool	Permit fee (per pool)	Annual	\$165
	Pre-inspection Fee	Once - first time applicants only	\$165
Water Attraction	Permit fee (per attraction)	Annual	\$190

	Pre-inspection Fee	Once - first time applicants only	\$190
Water Attraction – up to 2 slides	Permit Fee (per attraction)	Annual	\$265
	Pre-inspection Fee	Once - first time applicants only	\$265
Per slide in excess of 2 per basin	Permit Fee (per slide)	Annual	\$165
	Pre-inspection Fee	Once - first time applicants only	\$165

Miscellaneous		
License Type	Description	Fee
Pre-Inspection	First time applicants only	\$375
Expedited processing fee	Includes plan review new/remodel and change of owner; Licenses requested with 3 days of establishment opening or temporary event	10% of license fee or \$5
Excessive Inspection	Escalating fee after the first compliance, re-inspection up to \$200 per inspection	\$160
Late Fee – licenses		10% of license fee or \$5
Other Inspection	Events or situations where the health department does not license but needs to inspect	\$40

