



Wisconsin Department of Agriculture, Trade and Consumer Protection
 Division of Food and Recreational Safety
 PO Box 93586, Milwaukee, WI 53293-0586
 Phone: (608) 224-4720 Fax: (608) 224-4710

Temporary and Mobile Food Establishment License Application

Wis. Stat. § 97.30

To receive a license, send the completed application and fee(s), check or money order, payable to WDATCP (WI Dept. of Agriculture, Trade and Consumer Protection), to the address listed at the top of the application. Incomplete information may delay processing of your application.

ESTABLISHMENT NAME		ESTABLISHMENT PHONE: () -	
ESTABLISHMENT STREET ADDRESS	CITY	STATE	ZIP
LEGAL LICENSEE (such as name of sole proprietor, partnership, LLC, LLP, or Inc.)		LEGAL LICENSEE PHONE: () -	
LEGAL LICENSEE STREET ADDRESS	CITY	STATE	ZIP
E-MAIL ADDRESS	STATE ID / LICENSE NUMBER	DATE OF OPERATION	

Please answer the following questions to determine the type of license needed.

1. Will you be serving a meal item? (Meal items ex: pasties, corn dogs, hot dogs, brats, hamburgers, pizza, cooked fruits and vegetables) <input type="checkbox"/> Yes <input type="checkbox"/> No
2. Will you operate ONLY at special events? (Special events ex. fair, carnival, circus, public exhibitions and farmer's markets) <input type="checkbox"/> Yes <input type="checkbox"/> No
3. Do you require a mobile service base? (These facilities operate independently of special events. These operators process food, sanitize equipment and store food.) **A mobile base is not required for operators selling only prepackaged items. <input type="checkbox"/> Yes <input type="checkbox"/> No

ANSWER KEY

1. <input checked="" type="checkbox"/> Yes	1. <input checked="" type="checkbox"/> Yes	1. <input checked="" type="checkbox"/> No	1. <input checked="" type="checkbox"/> No
2. <input checked="" type="checkbox"/> Yes	2. <input checked="" type="checkbox"/> No	2. <input checked="" type="checkbox"/> No	2. <input checked="" type="checkbox"/> Yes or No
3. <input checked="" type="checkbox"/> Yes or No	3. <input checked="" type="checkbox"/> Yes	3. <input checked="" type="checkbox"/> No	3. <input checked="" type="checkbox"/> Yes
License Needed: Temporary Restaurant	License Needed: Mobile Restaurant with Mobile Service Base	License Needed: Mobile Retail Food Establishment	License Needed: Mobile Retail with Mobile Service Base

Please find appropriate license fee(s) on back of application according to the answer key.

FEES ENCLOSED and AUTHORIZED SIGNATURE:

License Fee: \$ _____ Mobile Service Base Fee: \$ _____ (if applicable) Weights & Measures Fee: \$ _____ (if applicable) Surcharge Fee: \$ _____ (if applicable) Total Amount Enclosed: \$ _____ Check Number: _____	<p>Operating without a license is a violation of Wisconsin law. If you have been operating without a license, you will be required to pay a surcharge in addition to the license fee. The undersigned hereby certifies that this is a true complete and accurate application for a Temporary or Mobile Food Establishment license under Wis. Stat. § 97.30. The Department may inspect premises at any reasonable time. Licenses are not transferable between persons or locations.</p> <p>Licenses expire annually on June 30. The license fee is not prorated for partial license years. Personal information you provide may be used for purposes other than that for which it was originally collected. Wis. Stat. § 15.04(1)(m). You are not licensed to operate until the Department conducts an inspection.</p>
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AUTHORIZED SIGNATURE

APPLICANT SIGNATURE	TITLE	DATE

“Food processing” means 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, packing, bottling, or packaging, or through any other treatment or preservation process. “Food processing” includes the activities of a bakery, confectionary, or bottling establishment, and also includes the receipt and salvaging of distressed food for sale or use as food. Wis. Stat. § 97.29 (1)(g)

TEMPORARY RESTAURANT FEE

\$170 – License is issued from July 1st of the current year to June 30th the following year. Even if the application is submitted in December of the current year, the entire fee is still applicable and will only be valid until June 30th of the following year.

MOBILE RESTAURANT WITH MOBILE SERVICE BASE FEES

Prepackaged Off-Premise Mobile Restaurant (unit serves only pre-made, prepackaged meals obtained from an approved source)	\$ 235.00 (\$105.00 License fee + \$130.00 Preinspection fee)
<input type="checkbox"/> Full-Service Mobile Restaurant – Simple*	\$ 550.00 (\$230.00 License fee + \$320.00 Preinspection fee)
<input type="checkbox"/> Full-Service Mobile Restaurant – Moderate*	\$ 800.00 (\$330.00 License fee + \$470.00 Preinspection fee)
<input type="checkbox"/> Full-Service Mobile Restaurant – Complex*	\$1310.00 (\$540.00 License fee + \$770.00 Preinspection fee)

***To be determined by Sanitarian at time of inspection**

<input type="checkbox"/> Mobile Service Base (with no food preparation) – Must be an enclosed building large enough to accommodate the mobile restaurant unit for cleaning, storage and servicing. No food preparation may occur at this form of base. It is the same location where waste water is disposed of and potable water is obtained.	\$ 270.00 (\$105.00 License fee + \$165.00 Preinspection fee)
<input type="checkbox"/> Mobile Service Base – Simple Food Preparation*	\$ 550.00 (\$230.00 License fee + \$320.00 Preinspection fee)
<input type="checkbox"/> Mobile Service Base – Moderate Food Preparation*	\$ 800.00 (\$330.00 License fee + \$470.00 Preinspection fee)
<input type="checkbox"/> Mobile Service Base – Complex Food Preparation*	\$1310.00 (\$540.00 License fee + \$770.00 Preinspection fee)

***To be determined by Sanitarian at time of inspection**

MOBILE RETAIL FOOD ESTABLISHMENT / MOBILE RETAIL FOOD ESTABLISHMENT WITH MOBILE SERVICE BASE FEES

License Description	License Fee	Weights and Measures Fee (if applicable)	License Surcharge (if applicable)	Reinspection Fee (if applicable)	Mobile Service Base Fee (if applicable)
<input type="checkbox"/> Food sales of at least \$15,000,000 and processes potentially hazardous food.	\$685	\$300	\$100	\$450	\$60
<input type="checkbox"/> Food sales of at least \$5,000,000 and less than \$15,000,000 and processes potentially hazardous food.	\$685	\$250	\$100	\$450	\$60
<input type="checkbox"/> Food sales of at least \$1,000,000 and less than \$5,000,000 and processes potentially hazardous food.	\$685	\$150	\$100	\$450	\$60
<input type="checkbox"/> Food sales of at least \$25,000 but less than \$1,000,000 and processes potentially hazardous food.	\$265	\$60	\$100	\$190	\$60
<input type="checkbox"/> Food sales of at least \$25,000 and is engaged in food processing, but does not process potentially hazardous food.	\$190	\$40	\$100	\$190	\$60
<input type="checkbox"/> Food sales of less than \$25,000 and is engaged in food processing.	\$60	-	\$100	\$90	\$60
<input type="checkbox"/> Does not engage in food processing.	\$45	\$20	\$90	\$90	-