



PIERCE COUNTY PUBLIC HEALTH DEPARTMENT

412 West Kinne Street, P O Box 238
 Ellsworth, Wisconsin 54011
 (715) 273-6755 (715) 273-6854 FAX

**Permit Application:
 Mobile Retail Food Establishment-Serving Meals**

PLEASE CHECK ONE: New Establishment Change in Ownership Name Change Only Duplicate License

Name of Business			
	Location of Base of Operations		
	STREET		
	CITY	STATE	ZIP
Telephone	()		
Legal Licensee Name			
Licensee Address	STREET		
	CITY	STATE	ZIP
Licensee Telephone	()	email address:	
Primary Contact	Name		Phone Number:
	If change of ownership previous business Name?		

Make check payable to Pierce County Public Health Department and mail to above address.

Note: Applications & fees must be submitted at least 15 days prior to operation or a **\$250** late fee may apply.

Both the Mobile Base & each Mobile Unit must be inspected and licensed.

Mobile Unit			
Check Permit Type and Pre-Inspection Fee for Mobile Unit Dependent on Complexity (Assessment on back)			
Prepackaged Food Only	<input type="checkbox"/> Pre-Inspection Fee - \$209	<input type="checkbox"/> Pre-Inspection Fee - \$259 (New Construction)	<input type="checkbox"/> Annual Permit fee - \$161
Simple	<input type="checkbox"/> Pre-Inspection Fee - \$278	<input type="checkbox"/> Pre-Inspection Fee - \$328 (New Construction)	<input type="checkbox"/> Annual Permit Fee - \$253
Moderate	<input type="checkbox"/> Pre-Inspection Fee - \$413	<input type="checkbox"/> Pre-Inspection Fee - \$462 (New Construction)	<input type="checkbox"/> Annual Permit Fee - \$363
Complex	<input type="checkbox"/> Pre-Inspection Fee - \$557	<input type="checkbox"/> Pre-Inspection Fee - \$606 (New Construction)	<input type="checkbox"/> Annual Permit Fee - \$594

Base Unit			
Check Permit Type and Pre-Inspection Fee for Mobile Unit Dependent on Complexity (Assessment on back)			
Storage Only	<input type="checkbox"/> Pre-Inspection Fee - \$132	<input type="checkbox"/> Pre-Inspection Fee - \$181 (New Construction)	<input type="checkbox"/> Annual Permit Fee - \$132
Prepackaged Food Only	<input type="checkbox"/> Pre-Inspection Fee - \$209	<input type="checkbox"/> Pre-Inspection Fee - \$259 (New Construction)	<input type="checkbox"/> Annual Permit Fee-\$161
Simple	<input type="checkbox"/> Pre-Inspection Fee - \$278	<input type="checkbox"/> Pre-Inspection Fee - \$328 (New Construction)	<input type="checkbox"/> Annual Permit Fee - \$253
Moderate	<input type="checkbox"/> Pre-Inspection Fee - \$413	<input type="checkbox"/> Pre-Inspection Fee - \$462 (New Construction)	<input type="checkbox"/> Annual Permit Fee - \$363
Complex	<input type="checkbox"/> Pre-Inspection Fee - \$557	<input type="checkbox"/> Pre-Inspection Fee - \$606 (New Construction)	<input type="checkbox"/> Annual Permit Fee - \$594

MISCELLANEOUS:

\$250-Late Fee \$100-Consultation Fee \$100-Plan Review \$25-Name Change \$15-Duplicate License

Vehicle Identification
 Serial # or VIN: _____

Will you be contracting with a licensed food facility for preparing or providing food for your mobile unit? YES NO

Name of Facility: _____ Contact Name: _____

Intended Opening Date: _____

Signature: _____

Mobile Retail Food-Serving Meals: Permit Complexity Category

Retail food establishments serving meals are placed into **four** categories based on food safety risks. A retail food establishment serving meals that are prepackaged and TCS only prepares individually wrapped, single food servings, which are packaged off-premises by a licensed processor, with the on-premise activity limited to heating and serving. EXAMPLE—whole frozen pizzas. The other three categories (simple, moderate and complex) use a point system to determine the license complexity category. Use the chart below to calculate your license complexity category.

<input type="checkbox"/>	Establishment has a self-service salad bar or food bar. Does not include condiments, bakery or toppings.	1
<input type="checkbox"/>	Establishment handles fresh or frozen raw poultry, meat, seafood, or eggs	1
<input type="checkbox"/>	Establishment operates using a variance or HACCP plan.	1
<input type="checkbox"/>	Establishment operates using a Bare Hand Contact or Time as a Public Health Control Plan.	1
<input type="checkbox"/>	Establishment offers catering or preordered meals in bulk quantity for events.	1
<input type="checkbox"/>	Establishment cold holds, hot holds, or reheats time/temperature control for safety (TCS) foods.	1
<input type="checkbox"/>	Establishment does cooling of cooked or reheated time/temperature control for safety (TCS) foods.	1
<input type="checkbox"/>	Establishment wholesales foods that requires refrigeration	1
<input type="checkbox"/>	Establishment chops, dices, mixes, slices, blanches, boils, cooks, packages, or assembles product.	1
<input type="checkbox"/>	Establishment has an additional area(s), other than the main kitchen, where food preparation activities occur.	1
<input type="checkbox"/>	Establishment prepares food specifically for a highly susceptible population, such as a nursing home or day care.	1
<input type="checkbox"/>	Establishment has a customer seating capacity greater than 75, or has a drive-through window.	1

Calculation Instructions – Add All Points from Table Above to Determine Retail Food Establishment Complexity, Check Applicable Box Below.

<input type="checkbox"/>	Prepackaged	<input type="checkbox"/>	1 – 2, Simple	<input type="checkbox"/>	3 – 4, Moderate	<input type="checkbox"/>	5 or more, Complex
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Please review Wis. Admin. Code § ATCP 75.08 for specific rule language regarding complexity category assignment.

PLEASE READ CAREFULLY BEFORE SIGNING		
<p>Information requested on this application must be provided to obtain a permit. Operating without a permit is a violation of Wisconsin Law. Permits are not transferable between persons or locations, except to an immediate family member. Permits are valid July 1 – June 30 the following year. Permit fees are not prorated for partial license years. Pierce County Public Health Department may inspect premises at any reasonable time. Missing information may delay the issuance of your permit. You are not permitted to operate until Pierce County Public Health Department conducts an inspection. The undersigned hereby certifies that this is a true, complete and accurate application for the establishment permit under Wis. Stat. 97.30.</p> <p>*All facilities shall have an inspection annually.</p> <p>*Note: Permit renewal payments not received by July 15th will be charged a \$250 late fee.</p>		
<p>_____ SIGNATURE OF LICENSEE OR AGENT</p>	<p>_____ TITLE</p>	<p>_____ DATE</p>