



SHEBOYGAN COUNTY LICENSE APPLICATION RETAIL FOOD ESTABLISHMENT - TRANSIENT FOOD PREPARATION



ESTABLISHMENT/DBA INFORMATION:			
ESTABLISHMENT NAME:		COUNTY:	
EVENT LOCATION ADDRESS:		CITY:	STATE: ZIP:
EMAIL ADDRESS:		ESTABLISHMENT PHONE NUMBER: () -	
INTENDED DATE OF OPENING:			

LEGAL ENTITY INFORMATION – CHECK ONE				
<input type="checkbox"/> Individual	<input type="checkbox"/> Married Couple	<input type="checkbox"/> Limited Liability Company (LLC)	<input type="checkbox"/> Limited Liability Partnership (LLP)	<input type="checkbox"/> Corporation
<input type="checkbox"/> Cooperative	<input type="checkbox"/> Partnership	<input type="checkbox"/> Limited Partnership (LP)	In what state is your entity registered?	
LEGAL ENTITY (such as name of sole proprietor, partnership, LLC, LLP, or Inc.):				
LEGAL ENTITY MAILING ADDRESS:		CITY:	STATE:	ZIP:
EMAIL ADDRESS:			LEGAL ENTITY PHONE NUMBER: () -	

CONTACT INFORMATION:			
CONTACT PERSON:	TITLE:	PHONE NUMBER: () -	EMAIL ADDRESS:
SEND LICENSE TO: <input type="checkbox"/> ESTABLISHMENT <input type="checkbox"/> LEGAL ENTITY	WATER SOURCE: <input type="checkbox"/> PUBLIC <input type="checkbox"/> PRIVATE	WASTEWATER: <input type="checkbox"/> PUBLIC <input type="checkbox"/> PRIVATE	

LICENSE FEES
Transient Retail Food Preparation – License Fee \$185
Total Amount Enclosed: \$

Requirement Checklist:

- APPLICATION: A completed temporary food service application must be submitted to Sheboygan County’s Division of Public Health 14 days before the event. **Be sure to include application and appropriate fees.**
- FOOD SOURCE: All food prepared, sold, or served to the general public must be from an approved source. Food must be prepared at the temporary food service booth or at a licensed facility approved by the Department of Health Services. The sale of foods prepared in a private home is not allowed.
- COLD STORAGE: Refrigeration units shall be provided to keep potentially hazardous foods at 41° F or below. Ice may also be used for the transportation, storage, display, cooling and service of potentially hazardous food if approved by the Department of Health.
- COOKING: Potentially hazardous foods must reach the internal temperatures required in the Wisconsin Food Code. Cook poultry & stuffed meats to 165° F, ground raw beef to 155° F, whole fish filets to 145° F, vegetables & commercially processed & packaged food to 135° F.
- HOT HOLDING: Hot food holding units shall be used where necessary to keep potentially hazardous foods at 135° F or above.

- DRY STORAGE: All food, equipment, utensils, and single service items shall be stored at least 6 inches above the ground and protected at all times.
- HANDWASH SINK: Handwashing sinks shall consist of a covered insulated container of at least five gallons with a non-self-closing valve that allows for a continuous flow of water. There must be a container to catch the handwashing wastewater so it does not create a hazard. All handwashing sinks must have hand soap and paper towels at all times.
- WAREWASH SINK: When multi-use utensils are being used, hot and cold water and a three-compartment sink, or three food grade containers may be used for washing, rinsing and sanitizing.
- NO BARE HAND CONTACT: Food employees may not touch ready-to-eat food with their bare hands. Food employees must use utensils such as deli tissue, tongs, or single-use gloves when handling ready-to-eat food.
- PERSONAL HYGIENE: Food employees must perform good hygienic practices while engaging in food preparation or service.
- METAL STEM THERMOMETER: A food thermometer must be provided where necessary to check the internal temperatures of both hot and cold food.

**For more information on temporary food operations please review the "Temporary Food Service Guidelines" found at: <https://datcp.wi.gov/Documents/retailmobileandtempfoodservice.pdf>*

PLEASE READ CAREFULLY BEFORE SIGNING	
<p>Information requested on this application must be provided to obtain a retail food establishment license. Personal information you provide may be used for purposes other than that for which it was originally collected (Wis. Stat. § 15.04(1) (m).) Operating without a license is a violation of Wisconsin Law. If you have been operating without a license, you may be required to pay a surcharge in addition to the license fee. Licenses are not transferable between persons. Licenses expire annually on June 30th; unless issued after April 1st, which will expire on June 30th of the following year. The license fee is not prorated for partial license years. The Department may inspect premises at any reasonable time. Missing information may delay the issuance of your license. You are not licensed to operate until the department conducts an inspection. The undersigned hereby certifies that this is a true, complete and accurate application for the Retail Food Establishment license under Wis. Stat. § 97.30.</p>	
SIGNATURE – APPLICANT:	DATE SIGNED:

<p>SUBMIT TO: Sheboygan County Health and Human Services, Environmental Health, 1011 N 8th St, Sheboygan WI 53081 Email via: environmental.health@sheboygancounty.com Make Checks Payable To: Sheboygan County Treasurer, 508 New York Avenue, 1st Floor Room 109 Sheboygan WI 53081</p>
