

Department of Public Health

Dottie-Kay Bowersox, MSA
Public Health Administrator

730 Washington Avenue
Racine, Wisconsin 53403
262-636-9201
262-636-9165 FAX



Website: www.cityofracine.org/Health

Email: publichealth@cityofracine.org

Environmental Health Division

262-636-9203

Community Health Division

262-636-9431

Laboratory Division

262-636-9571

APPLICATION FOR TRANSIENT RETAIL FOOD ESTABLISHMENT / FARMER'S MARKET BOOTH

Pursuant to Municipal Code Chapter 22

PRINT CLEARLY AND ANSWER ALL QUESTIONS

Return Application with Payment to the City of Racine Department of Customer Service

730 Washington Ave, Room 103, Racine, WI 53403 – Make Checks Payable to "CITY OF RACINE"

ADDITIONAL PERMITS MAY BE REQUIRED – CONTACT THE DEPARTMENT of CUSTOMER SERVICE
(262-636-9171)

APPLICATIONS MUST BE RETURNED AT LEAST TWO (2) WEEKS BEFORE THE EVENT OR LATE FEES WILL BE ASSESSED

NAME OF PERMITTEE / ORGANIZATION	NON-PROFIT <input type="checkbox"/> YES* <input type="checkbox"/> NO *IF YES, ENTER 501c3 NUMBER: _____
MAILING ADDRESS	CITY, STATE, ZIP CODE
EVENT NAME	LOCATION OF EVENT
CONTACT PERSON / LEGAL PERMITTEE	DATE(S) FOOD WILL BE SERVED
CONTACT PHONE NUMBER	ESTABLISHMENT PHONE NUMBER
CONTACT EMAIL ADDRESS	TIME FOOD SERVED
PERMITTED/LICENSED BY THE STATE OR ANOTHER JURISDICTION? <input type="checkbox"/> YES* <input type="checkbox"/> NO *IF YES, CHECK REGULATORY AGENCY AND TYPE OF PERMIT/LICENSE (MUST PROVIDE COPY WITH APPLICATION) AGENCY: <input type="checkbox"/> WI DATCP PERMIT/LICENSE TYPE: <input type="checkbox"/> TEMPORARY RESTAURANT <input type="checkbox"/> LOCAL PUBLIC HEALTH: _____ <input type="checkbox"/> MOBILE RESTAURANT	

LIST FOOD ITEMS AND PREPARATION PROCEDURE
(CHECK ALL THAT APPLY – FOR ADDITIONAL ITEMS, USE SEPARATE SHEET)

FOOD ITEM	FRY	GRILL	RE-HEAT	HOT HOLD	COLD HOLD	MIX	SLICE	OTHER	OTHER

**FOOD PREPARATION MAY NOT BE DONE AT HOME. ALL FOOD MUST BE PREPARED
AT THE TRANSIENT RETAIL FOOD ESTABLISHMENT / FARMER'S MARKET BOOTH.**

DESCRIBE THE FOLLOWING: (Use separate sheet if needed)

SOURCE OF WATER FOR HANDWASHING
FOOD PREPARATION
WASTEWATER DISPOSAL PLAN

**REQUIRED TEMPORARY FOOD CLASS OFFERED ONLINE - <https://cityofracine.org/Health/temperevents/>
IF YOU NEED IN-PERSON CLASSES, INQUIRE AT THE TIME OF APPLICATION.**

TRANSIENT RETAIL FOOD ESTABLISHMENT / FARMER'S MARKET BOOTH FEES	
Permit / Inspection	Fee
Prepacked TCS Food Only	\$115
Non TCS Food	\$150
TCS Food	\$220
Temporary Farmer's Market Booth (Seasonal)	\$55
State Mobile Permit (DATCP) or other jurisdiction, for temporary events (limited to 4-12 events per year) - Inspection Fee	\$55
Extension of Premises	\$45
Late Fees	
Applying less than 2 weeks in advance	\$35
Applying less than 48 hours in advance	\$135